

Greenways Primary Academy



Classroom Teacher Job Description and Person Specification

Employment details

Job title:	Classroom teacher - KS1
Reports to (job title):	Headteacher
Type of position:	Permanent - 32.5 hours
Salary:	MPS

Main duties/responsibilities

General duties
Undertaking duties as required in the 'Teachers' Standards'
Displaying commitment to the ethos and success of the academy.
Contributing to the academy's process of self-evaluation and development.
Being familiar with the academy's systems, structures, policies and procedures.
Actively supporting academy activities where required, including attending educational trips, extra-curricular activities and parents' evenings, which may require some out-of-hours availability.
Teaching
Delivering teaching and learning in accordance with the curriculum, national guidelines and the academy's aims, objectives and priorities for improvement.
Having a whole class teaching responsibility.
Planning a varied, balanced and appropriate curriculum which supports the needs of all pupils and ensures all pupils reach their potential.
Use a variety of methods and approaches (including catering for all abilities) to match curricular objectives and the range of needs to ensure equal opportunities for all. Adapting teaching styles to suit all pupils and providing a supportive learning environment.
Self-evaluating their teaching to improve effectiveness.

Pupil support

Carrying out other duties that support pupils' learning while operating in accordance with the academy's policies and procedures.

Working as part of a team to evaluate and develop pupils' learning needs.

Enforcing the academy's Behaviour Policy through effective classroom management and have high expectations for all pupils' regardless of background and ability. Create a classroom culture of mutual respect which allows pupils to feel safe and secure and promote their self-esteem.

Encouraging pupils to develop and use their creativity and initiative, gain increased independence, and undertake new responsibilities.

Being familiar with the 'Special educational needs and disability code of practice: 0 to 25 years', and supporting pupils with SEND appropriately.

Understanding the academy's safeguarding procedures and actively promoting pupils' wellbeing and safety.

Monitoring and reporting

Being committed to the academy's target setting and monitoring systems for pupil progress.

Manage pupils' learning through effective marking of work in accordance with the academy schemes of work and policies.

Systematically assessing and recording pupils' academic progress and other areas of their progress, and using the results to inform lesson planning decisions.

Contribute towards the implementation of pupil passports/EHC Plans as detailed in the current Code of Practice.

Monitoring pupils' classwork and homework, providing feedback and setting informed targets.

Delivering relevant national assessments in line with the relevant frameworks.

Reporting on individual pupils' progress to the academy leadership team and parents, as required.

Development

Keeping up-to-date with, and remaining knowledgeable about, the requirements of the curriculum and national guidelines.

Keeping up-to-date with research and developments in pedagogy and any led subject area.

Strive for personal and professional development through active involvement in training activities.

Communication

Work effectively as a member of the academy team to improve the quality of teaching and learning, liaising with curriculum leads to ensure teaching is delivered in line with academy expectations and goals.

Keep accurate registers of attendance for pupils' and report absences or patterns of absence to the academy office without delay.

Working with the SENCO/Inclusion Lead and support staff to ensure pupils with SEND/PP are appropriately supported.

Working with the DSL and their deputy to ensure safeguarding is promoted.

Working with the designated teacher for LAC to support LAC and previously LAC.

Professional Standards

Role model to pupils through personal presentation and professional conduct.

Be punctual and be ready to deliver lessons to pupils daily.

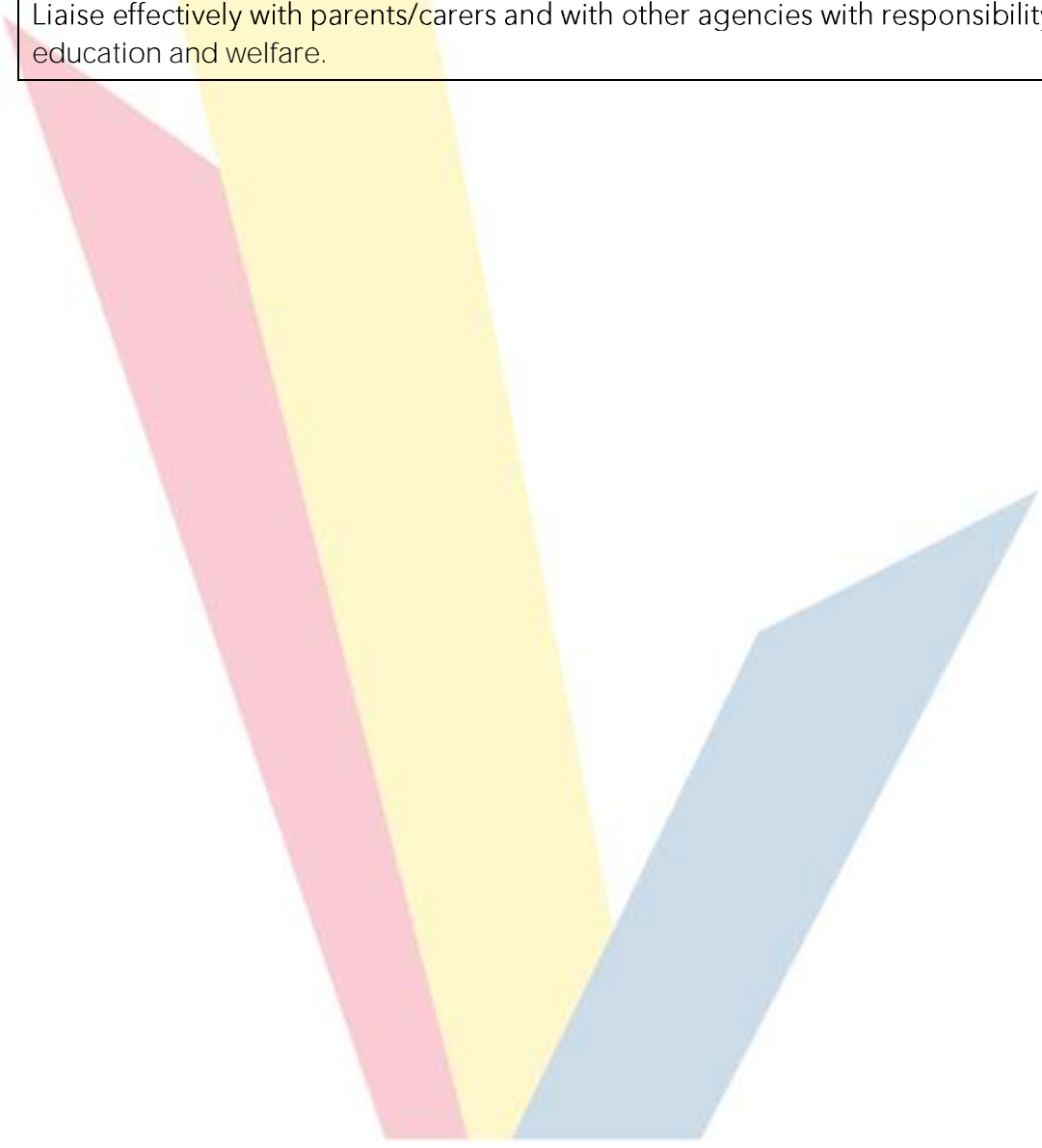
Communicate with senior leaders in all matters concerning Health and Safety.

Establish effective working relationships with professional colleagues and associate staff.

Be familiar with the academy Staff Handbook and Code of Conduct

Maintain a working knowledge and understanding of teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting pupils.

Liaise effectively with parents/carers and with other agencies with responsibility for pupils' education and welfare.



Person specification

	Essential	Desirable
Qualifications and training	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Have QTS. • Be willing to undertake relevant professional development. • Be aware of current educational thinking and knowledge 	<ul style="list-style-type: none"> • Relevant professional qualification • First aid training
Experience	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Have previous experience of working in a school. 	<ul style="list-style-type: none"> • Previous experience teaching KS1 and/or Reception • Experience in delivering high quality phonics provision • Previous experience working in partnership with parents • Experience working as part of a team • Experience working with pupils with SEND
Knowledge and skills	<p>The successful candidate will have:</p> <ul style="list-style-type: none"> • A sound understanding of the primary curriculum. • Excellent behaviour management skills. • Excellent inter-personal skills. • The ability to work as part of a team. • Excellent planning and organisational skills • To be able to provide evidence of excellent pupil progress. • To be able to provide evidence of excellent pupil progress • Excellent monitoring of pupil progress, through assessment, addressing gaps • Effective oral and written communication skills. • Knowledge of key performance indicators and the ability to use them to monitor progress. • Awareness of the needs of pupils with EAL. • Awareness of the needs of pupils with SEND. • An understanding of how a pupil's learning is affected by their intellectual, emotional and 	<ul style="list-style-type: none"> • An understanding of the importance of parental involvement

	social development, and the stages of child development.	
Personal qualities	<p>The successful candidate will:</p> <ul style="list-style-type: none"> • Be committed to teaching. • Be supportive of their colleagues. • Have good attendance and punctuality. • Be proactive in the working environment. • Be enthusiastic and positive. • Be able to accommodate to changes in priorities. • Be able to anticipate workload and plan ahead. • Be able to develop effective relationships with parents. • Be able to encourage and enable others to reach their full potential. 	<ul style="list-style-type: none"> • Self-confidence • Ability to relate well to other professionals • A flexible approach

The academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to the receipt of an enhanced disclosure from the Disclosure and Barring Service. Having a conviction will not necessarily bar you from employment. However, failure to disclose any convictions could result in disciplinary action or dismissal. This post is excluded from the provisions of the rehabilitation of offenders act 1974.

