

**BIRCHANGER C OF E (VC) PRIMARY SCHOOL**

**JOB DESCRIPTION AND PERSON SPECIFICATION**

**Title of Post:** **Full Time KS2 Classroom Teacher (1 Year Fixed Term Contract)**

**Salary Scale:** MPS/UPS ~ to be confirmed

**Responsible to:** Headteacher

**Purpose of Job:** To deliver high quality teaching and learning to pupils who are assigned to the post holder, including providing for the social, moral, spiritual and cultural development for each individual child.

**Exercise of Particular Duties**

The professional duties of teachers (other than the Head teacher) are set out in the School Teachers Pay & Conditions document and describe the duties required of all teachers.

The Teachers Standards set out the practice expected of all teachers.

The specific requirements of the post of classroom teacher have been set out below:

**Professional Duties**

**Teaching and Learning**

* Planning, preparing and assessing lessons in line with school policies and schemes of work.
* Teaching of lessons according to the individual needs of pupils, having high expectations and setting challenging targets.
* Providing a stimulating and attractive learning environment.
* Promoting the inclusion and acceptance of all children within the classroom ensuring equal access to lessons and their content.
* Marking work and providing feedback (including homework in accordance with the Schools’ Homework Policy) to pupils and parents in line with the School Marking and Presentation Policy.
* Keeping up to date assessments on the development, progress and attainment of pupils and recording and reporting these assessments in line with the school policy and procedures.
* Administering assessment tasks and tests in line with school policy.
* Contributing to the preparation and development of programmes of study, schemes of work, teaching materials, and teaching programmes, methods of teaching and assessment and pastoral arrangements throughout the school, including educational visits, special assemblies, performances and special events.

**Other Duties**

* To promote the positive ethos and culture of the school to other staff, governors, parents, children and members of the wider community.
* Contribute to and support the overall ethos and aims of the school.
* Comply with, support and promote all school policies and procedures, particularly those relating to child protection, equal opportunities, racial equality, health, safety and security, confidentiality, behaviour and data protection, reporting concerns to the Headteacher.
* To teach adaptively to ensure that all pupils have equal access to all school opportunities to learn and develop.
* To safeguard every pupil’s health, safety and wellbeing in line with school policies.
* Communicate and co-operate with other agencies to support the educational, development/general progress and wellbeing of individual pupils and to participate in meetings arranged for any purposes described above, including One Plan meetings.
* To communicate and consult with parents of pupils and provide accurate written reports for parents.
* To facilitate a positive learning environment for all pupils throughout the school and implement the school’s Positive Behaviour Policy.
* To participate in staff meetings which relate to the curriculum, administration, or organisation of the school, including pastoral arrangements.
* To supervise pupils throughout the school during playtimes and at any other times requested by the Headteacher.

**Training and Development**

* To be responsible for developing and improving professional skills and knowledge through identifying training needs and participating in training and development activities in school, or at other providers.
* To participate in performance management reviews in line with school policy.
* Committed to undertaking CPD and to undertake subject leadership as required by the teaching standards.

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| **Person Specification** | **Essential** | **Desirable** |
| Qualifications and Career Development | * Qualified Teacher Status
 | * Evidence continuing professional development and its impact on practice
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| Knowledge, Skills and Experience | * Consistently demonstrate effective classroom practice
* Use assessment information as a tool when planning and adapting sequences of lessons
* Accurate assessment and monitoring of attainment and progress
* Promote personal, social and emotional development.
* Demonstrate a range of pupil management strategies
* Effective use of ICT for planning, preparation, teaching, assessment, reporting and communication
* Create a stimulating environment which supports learning
* Work collaboratively
* Communicate effectively with all stakeholders
* Priorities and manages workloads
* Plan learning through a creative curriculum, using long term plans to create medium term plans containing sequences of lessons which build upon prior knowledge
* Effective management of other adults within the classroom
 | * Experience of working with a range of age groups across the primary phase, ideally within mixed age classes
* Experience of successful leadership and management eg as subject leader
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| Personal Qualities and Attitudes | * Good interpersonal skills with colleagues, pupils and parents
* Hold high expectations of yourself and the children
* Have a flexible approach and a willingness to innovate
* Be reflective about own teaching practice and willing to seek guidance
* Have high standards of professionalism
* Ability to inspire, engage and motivate children to achieve their very best
* A commitment to raising the levels of achievement of all children
 | * Willingness to lead in key areas within the team
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