



DOWNHAM CHURCH OF ENGLAND PRIMARY SCHOOL

KS2 Class Teacher – Part Time (Maternity Cover)

Job Description

Downham Church of England Primary School, working in partnership with Berlesduna Academy Trust, has an exciting opportunity for a part time KS2 Class Teacher to join the team on a 1 year fixed term contract from 24th February 2025 until 27th March 2026 to cover Maternity Leave.

Pay Range: MPR. Contract: Fixed Term Contract – 2.5 x days per week (Wednesday afternoon, Thursday and Friday).

Applications close: Midday on 12th February 2025.

Interviews: To be confirmed.

School

Downham Church of England Primary School, based in Ramsden Heath, Billericay is working in partnership with the Berlesduna Academy Trust (www.berlesduna.co.uk), where the vision is to create and foster a culture of high aspiration, enjoyment for learning, academic success and lifelong skills amongst all pupils, regardless of their social, economic or cultural background.

Downham Church of England Primary School is a school with a Christian foundation and we welcome all children and adults into our community. We want our children, families and staff to know that they are valued, cared for and to be happy. We want our children to be passionate about learning and to equip them with the tools that will enable them to flourish academically, emotionally and spiritually.

We are looking for a person who:

- is fully supportive of the Christian vision, values and ethos of our school
- is fully able to lead a non-core foundation subject
- has high expectations of the children and themselves with a passion for raising standards and attainment
- has an engaging teaching style which enthuses and motivates the children to learn
- is fully inclusive of all pupils, regardless of their needs
- is resilient, passionate and excellent at building relationships
- works well as part of a team and has a commitment to improving and developing their own practice.

We can offer you:

- children who are enthusiastic learners and enjoy working together in a kind and caring community
- a high performing team
- supportive and friendly colleagues, parent and governors

Berlesduna is a Trust that values and invests in staff, excellent training, development and planned career progression.

Application

We welcome visits to the school prior to application. Visits can be arranged by contacting Mrs Walker – Executive Headteacher at exht@downham-ceap.essex.sch.uk or by phone on 01268 710387.

Please take care to complete the application in full as incomplete applications will not be considered. We reserve the right to close the vacancy early so recommend that you submit your application at your earliest convenience.

The Governors are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. We may review the internet and social media relating to shortlisted candidates as part of the screening process. All successful applicants will be subject to an enhanced DBS check, medical clearance and satisfactory references. We are an equal opportunities employer.

If you wish to apply for this position, please follow the link below to submit your application:

[KS2 Class Teacher - Fixed Term Contract \(Maternity Cover\)](#)

Teacher Job Description

The professional duties of teachers, (other than the Headteacher) are set out in the Teachers' Pay and Conditions Document, and describe the duties required of all teachers. In addition, the specific requirements of the post of a classroom teacher, along with the particular duties expected of the post holder have been set out below:

Post Title	Class Teacher
Purpose and scope:	Classroom teacher
Responsible to:	Phase Leader
Salary/Grade:	Teachers' Main Pay Range (MPR)

Main (Core) Duties

Set an example of good primary practice with particular reference to:-

- Classroom organisation and management;
- Providing a stimulating learning environment which is conducive to learning;
- Recognising the needs of individual pupils and providing appropriately matched activities to meet these needs;
- Have a good understanding of the New National Curriculum
- Effective integration of the curriculum using first-hand experience;
- Understand progression within and beyond each of the Key Stages within a primary setting;
- Use of the National Curriculum attainment targets in long and short term planning and record keeping;
- Continuity and progression through planned structures;
- Assessment of pupils' levels of attainment in relation to the National Curriculum;
- To monitor and mark pupils' work regularly and effectively, using agreed policies;
- Set targets and evaluate or moderate examples of learning.
- Establishing high levels of expectation in behaviour and achievement, safeguarding;
- Consulting with parents/guardians/carers;
- To prepare appropriate records for the transfer of pupils;
- To ensure the effective use of support staff within the classroom, including those in a volunteer capacity;
- To participate in staff meetings as required;
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements;
- To ensure that school policies are reflected in daily practice.
- To take part with colleagues in the effective presentation and display of children's work both in the classroom and public areas of the school
- To take part in and lead assemblies, staff, parents and CPD meetings
- To foster a sense of social responsibility towards the School and the wider community.

Particular duties – to be agreed

- To be responsible for the co-ordination of an agreed subject area across the school;
- Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action

- plans and practice;
- The updating of policy documents;
- Producing subject action plans if required;
- Planning and managing associated resources/teaching materials, teaching programmes, methods of teaching and assessment;
- Advising the headteacher of the requirements for equipment and general resources necessary to deliver the National Curriculum;
- Attending courses and disseminating information to colleagues;
- Giving guidance, support and encouragement to staff and leading in-service development sessions.

General

- To understand and apply school policies in relation to health, safety and welfare;
- To support the Headteacher/Head of School and Senior Management Team in promoting the ethos of the School;
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity;
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop;
- Establish constructive relationships with staff, to support achievement and progress of pupils
- To respect confidentiality at all times;
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager;
- To recognise that health and safety is a responsibility of every employee, to take reasonable care of yourself and others, and to comply with the School's Health and Safety Policy and all other specific policies and procedures that apply to this role;
- Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy.

The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.

Information

- This job description is neither exclusive nor exhaustive, but sets out the main expectations of the school in relation to the post-holder's professional responsibilities and duties;
- An annual review of the job description and allocation of duties and responsibilities will take place as part of the Performance Management Review process;
- All posts are subject to an enhanced DBS check, satisfactory references and medical clearance.

The duties may be varied to meet changing circumstances in the post held. Any such developments will only take place after consultation with all those involved and do not form part of the teacher's contract.

The post is portable across any school in the Trust.

Person Specification

Classroom Teacher

Experience	• To have experience/interest in EYFS/Key Stage 1 and 2 and the continuity and progression of the curriculum throughout the primary phase. • To have knowledge of and belief in inclusive practice providing maximum opportunities for a variety of pupils with special educational needs to access the curriculum. • To have experience of working effectively as part of a team. • To consistently meet the teacher's standards at a good level
Education and training	• Qualified Teacher Status • A commitment to continuing professional development. • Recent experience of using ICT to support learning.
Aptitudes	To have the ability to: • Communicate effectively with adults and children. • Teach a broad and balanced, differentiated curriculum that meets the needs of all children. • Use a wide range of resources in order to plan an innovative curriculum. • Lead the development of a curriculum area throughout the school.
Personal qualities	• To be passionate about learning and teaching. • To be open to new initiatives. • To enjoy working with primary age children to enable them to develop independence and experience success at their own level. • To have a commitment to raising standards. • To have high expectations of behaviour and achievement. • To maintain a calm and positive attitude when working under pressure. • To be approachable. • To be flexible in order to adapt to unexpected changes. • To have a commitment to lifelong learning for all. • To maintain confidentiality at all times. • To be supportive of the aims of the school. • To demonstrate a positive, professional manner. • To be fully inclusive for all children regardless of needs.