Job Description – Primary Teacher

Job title:	KS2 Class Teacher
Responsible to:	Phase Leader, SLT.
Liaising with:	Line managers, senior and extended leadership team, parents/carers, relevant support staff.
Pay range:	£31650 - £49084
Contract terms:	Full time

Role of the Primary Class Teacher

- Be responsible for the learning and achievement of all pupils in the class/ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current *Teacher Standards (2012)*
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

Main duties

Teaching

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be accountable for the attainment, progress and outcomes of pupils' you teach
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them

- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject)
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. Essential Letters and Sounds
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
- Participate in arrangements for examinations and assessments within the remit of the *School Teachers' Pay and Conditions Document*

Behaviour and Safety
- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self control and independence of all learners
- Carry out playground and other duties as directed and within the remit of your contract
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures

Team working and collaboration
- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Cover for absent colleagues within the remit of the current *School Teachers' Pay and Conditions* document

Our teachers are an integral part of our dedicated team who are working hard to attain high standards across the academy

Additional duties

Whilst every effort has been made to explain the main duties and responsibilities please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the post holder will carry out.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

N.B. The post holder will carry out his/her responsibilities in accordance with the Trust's equal opportunities policy.

This job description is provided to assist the post holder to know what his/her duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of the post.

Health and Safety

So far as is reasonably practical, the post holder must ensure that safe working practices are adopted by employees, and in premises/work areas for which the post holder is responsible, to maintain a safe working environment for employees and students.

Safeguarding

KST is committed to the safeguarding of its young persons and expects all staff, volunteers and adults to work within the parameters of the policies and procedures as agreed by the Board of Trustees to ensure the safety of all young persons within its care.

Equal Opportunities

It is the policy of KST to provide equal opportunities for all individuals; to prohibit discrimination in employment on any basis protected by applicable law, including but not limited to race, colour, religious creed, marital status, sex, sexual orientation, ancestry, national origin, age, medical condition or disability. KST promotes equal employment opportunities in all aspects of employment through positive employment policies and practice.

If any special requirements are needed to attend an interview, please inform the trust.

Compiled by: **Headteacher**	Revision Number: 1
Approved by Headteacher:	Revision Date: 27.9.24

All appointments are subject to safer recruitment requirements.
This post is subject to an Enhanced DBS Disclosure

Bedford Road Primary Academy

Person Specification	Essential	Desirable
Education and Qualifications		
Qualified Teacher Status	☑	
Good Honours degree		☑
Experience		
Successful teaching and curriculum experience within EYFS. KS1 or KS2	☑	
Successful experience of raising standards with measurable outcomes	☑	
Evidence of continuing professional development		☑
Knowledge and understanding		
The theory and practice of providing effectively for the individual needs of all children	☑	
The monitoring, assessment, recording and reporting of pupils' progress	☑	
The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN, Child Protection and safeguarding	☑	
The positive links necessary within school and with all its stakeholders	☑	
Understanding of quality of teaching and learning and how to improve practice Effective use of data to inform action planning and next steps	☑	
The preparation and administration of statutory National Curriculum tests		☑
Knowledge of key considerations in effective management and deployment of people and other resources		☑
Experience of promoting personal, social, moral, cultural and spiritual development in children		☑
Skills and Attributes		
Promote the school's aims and vision positively, and use effective strategies to monitor motivation and morale	☑	
Establish and develop positive relationships with parents, governors and the community	☑	
Communicate effectively (both orally and in writing) to a variety of audiences and have effective ICT skills	☑	
Develop good personal relationships within a team	☑	
Ability to effective monitor, evaluate and reflect on the quality of education in order to identify strengths and areas of development	☑	
Ability to think creatively to anticipate and solve problems	☑	
Ability to effective monitor, evaluate and reflect on the quality of own teaching, in order to identify strengths and areas of development	☑	
Ability to establish and sustain appropriate structures and systems and monitor them		☑
Personal Qualities		
Approachable, respectful, empathic and values others	☑	
Able to motivate self and others to achieve a shared goal	☑	
Resilient, persistent and optimistic when faced with difficulties and challenge	☑	
Commitment and dedication to social justice, equality and excellence for all	☑	
Flexible, adaptable and can work in collaboration with others	☑	

Committed to CPD of self	✅	
Excellent interpersonal communication and administrative skills	✅	
Ability to work independently and as part of a team	✅	
Values a coaching ethos that enable self and others to grow and develop	✅	
High level of honesty and integrity	✅	
Strong commitment to raising standards	✅	
Punctual and reliable	✅	
Further requirements		
Willingness to work flexible hours on occasion	✅	
Willingness to maintain confidentiality on school matters	✅	
Willingness to undertake training courses that are relevant to the duties of the post	✅	
Willingness to be involved in internal and external meetings	✅	
Supportive of the ethos of the trust and school	✅	