



Ladygrove Park Primary School

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Teacher Job Description and Person Specification

JOB PURPOSE:

The class teacher will undertake professional duties and responsibilities as set out in the current School Teachers' Pay & Conditions Document and follow the Teaching Standards guidance.

MAIN DUTIES:

- Set high expectations in pursuit of raised standards of pupil achievement.
- Work with colleagues to nurture the values and achieve the vision & aims of the school.

OBJECTIVES:

- To ensure pupil entitlement to all areas of the current National Curriculum.
- To raise standards of pupil achievement at all levels.
- To foster pupils' enjoyment, sense of purpose and fulfilment in their learning.
- To promote pupil self-esteem and confidence.

TEACHING AND LEARNING:

- Have due regard to National Curriculum requirements, the school development aims, objectives, schemes of work and policies of the Governing Body.
- Plan and prepare, monitor and evaluate lessons with clear teaching objectives to ensure their effectiveness.
- Set appropriate and demanding expectations for pupils' learning and motivation.
- Identify pupils who have special educational needs and implement and keep records on Pupil Profile.
- Set clear targets for pupils' learning, building on prior attainment.
- Assess, record and report on the development, progress and attainment of pupils through teacher assessment and statutory tests.
- Give feedback to and monitor pupils, class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met; momentum and challenge are maintained; and best use is made of teaching time.
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
- Set high expectations for pupil behaviour, establishing and maintaining good standards of discipline through well focussed teaching.
- Liaise effectively with parents and carers to ensure good relationships between school and home, and support and involve them in the education of their child.
- Take part in extra-curricular activities and attend meetings concerned with the School and the Community as appropriate.
- Take responsibility for continuing self professional development to keep up-to-date with changes in practice/legislation.

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KEY ORGANISATIONAL OBJECTIVES:

The Post holder will contribute to the School's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed.
- Ensuring compliance with all policies and procedures relating to the Safeguarding of pupils/Keeping Children Safe in Education.
- Ensuring compliance with Data Protection legislation.
- Operating within the School's Equal Opportunities framework.
- Commitment and contribution to improving standards for all pupils.
- Contributing to the maintenance of a caring and stimulating environment for children.
- Maintaining confidentiality in all matters relating to staff working at school, the pupils and their families and to school business.

SAFEGUARDING:

- Show commitment to the safeguarding of children and young people.
- Be familiar with all policies and documents which support the safeguarding of children and young people at Ladygrove Park Primary School:
 - Safeguarding Policy
 - Whistle Blowing Policy
 - Anti-bullying Policy
 - Staff Code of Conduct
 - E-Safety Policy
 - Dignity at Work Policy
 - Behaviour Policy
 - Health and Safety Policy and procedures including Risk Assessments
- All employees should know who to contact in the school in case of an allegation against a member of staff.

HEALTH AND SAFETY:

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection etc, reporting all concerns to an appropriate person.
- In relation to Health and Safety:
 - Co-operate with health and safety requirements;
 - Report all defects to the Site Supervisor or inform School Office;
 - Complete and action risk assessments for all potentially hazardous on/off site activities;
 - Use, but not misuse, things provided for your health, safety and welfare;
 - Do not undertake unsafe acts;
 - Inform Headteacher of any 'Near-Misses';
 - Be familiar with the emergency action plans for fire, first aid, bomb, security and off site issues;
 - Raise health and safety, and environmental issues with pupils.

STANDARDS AND QUALITY ASSURANCE:

- Support the aims and values of the School.
- Promote and model good relationships with pupils, colleagues and parents.
- Be aware of and support difference, and ensure all pupils have equal access to opportunities to learn and develop.
- Set a good example in terms of dress, punctuality and attendance.
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
- Attend and participate in relevant meetings.
- Participate in training and other learning activities as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.
- Supervise pupils on visits and trips as required.

The person specification is a summary of the skills, knowledge, experience and personal qualities needed to carry out the advertised role.

It will be used in the short-listing and interview process for this post.

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	ESSENTIAL	DESIRABLE
Qualifications	<ul style="list-style-type: none"> To have completed a recognised teaching qualification with qualified teacher status. 	
Experience	<ul style="list-style-type: none"> Experience of teaching in the primary sector Ability to demonstrate high standards of classroom practice Experience of working successfully and cooperatively as a member of a team Experience of managing others (including support staff, student teachers and adult helpers/ volunteers) Experience of using observations of children to inform planning and the provision of high-quality learning opportunities 	<p>Experience of teaching in Key Stage 1 and/or 2</p> <p>Subject leadership or development of a subject or curriculum area(s)</p>
Skills	<ul style="list-style-type: none"> Curriculum planning, delivery and assessment, including assessment for learning Have a high level of personal confidence in the use of IT to support teaching Strong interpersonal skills and ability to communicate effectively with staff, children, parents and stakeholders Ability to motivate pupils and staff by example Organisational and time-management ability 	Ability to plan for an enquiry-based approach to curriculum learning
Knowledge	<ul style="list-style-type: none"> Knowledge of the structure and the contents of the National Curriculum Understanding the needs of all children Knowledge of strategies to promote positive behaviour for learning Understanding and knowledge of current issues in education Awareness and understanding of how teaching and learning styles can contribute to raising achievement Knowledge of strategies to maximise the achievements of all pupils including those with special educational needs and most able 	Knowledge and experience of end KS1 and/or 2 statutory assessments
Personal Attributes	<ul style="list-style-type: none"> Enthusiastic and energetic Creative and motivated High expectations of self and of children Caring towards the needs of children and their families Professionalism Good record of attendance and punctuality 	
Professional Development	<ul style="list-style-type: none"> To have undertaken recent and relevant INSET or CPD To show a commitment to on-going professional development, responding to local & national initiatives 	Understanding of synthetic phonics and Maths Teaching for Mastery approaches
Commitment	<ul style="list-style-type: none"> To actively support the School's Vision and Ethos To equal opportunities and high expectations for all children To own and to colleagues' continuing professional development To show initiative and work effectively as part of a team and with professional colleagues 	
Ethos and safeguarding	<ul style="list-style-type: none"> Commitment to safeguarding of children and young people Respect and maintain confidentiality Ability to form and maintain appropriate relationships and personal boundaries with pupils Commitment to following all school policies and procedures 	