**Job Pack: Key Stage 2 Class Teacher**

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| Role | Key Stage 2 Class Teacher |
| Contract | Full time permanent contract |
| Pay | M1-M6 |
| Apply by | 24th June 2022 |
| Interviews | 28th June 2022 |

**Responsible to: Phase Leader**

To carry out the professional duties of a class teacher and maintain high standards of teaching and learning, marking, monitoring and assessment and communication with parents/carers. To undertake reasonable additional responsibilities as assigned by the Principal.

### Main duties and activities

* To take responsibility for a class in order to promote effective teaching and learning for all pupils to develop and achieve.
* To take responsibility for delivering the curriculum within the framework of present school policies and values, both in the short and long term planning structures.
* To take responsibility for monitoring, evaluating and keeping a detailed record of the progress of each child in the class in line with school policy.
* To plan and resource the classroom as appropriate to encourage the development of all aspects of pupils learning. In particular, to encourage pupils towards the independent use of resources and involvement in their learning.
* To set high standards in the content and presentation of the pupils work by the quality of displays of work, whilst maintaining a tidy and orderly classroom with attractive, informative, child-centred displays.
* To promote and sustain a productive, disciplined and calm classroom environment, making

use of the school’s behaviour policy.

* To support the use of ICT in the classroom.
* To ensure that the health, safety and welfare of pupils is promoted and maintained at all times in accordance with school policy.
* To work in partnership with parents/carers in providing a quality education experience for all of the pupils.
* To achieve and maintain good relationships with colleagues, working as part of the team in all aspects of school development in a professional manner.
* To take an active part in appraising own work against agreed priorities and targets in

accordance with the School’s performance management process and participate in training

and meetings based at the school.

* To support the vision and ethos of the school at all times and contribute to the wider school community including supporting school events and extra-curricular clubs.
* To be responsible for promoting and safeguarding the children who you are responsible for or come into contact with.



# Person Specification

### CLASS TEACHER

**Responsible to: Phase Leader**

E = Essential D = Desirable

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| --- | --- | --- |
| **Specification** | E | D |
| **Knowledge/Qualifications**  Qualified Teacher status  Educated to Degree level or equivalent  Other qualification/Continuous Professional Development specific to primary school teaching | E E | D |
| **Skills/Abilities**  A thorough understanding of Safeguarding pupils  Clarity of thinking on what constitutes high quality learning and effective curriculum provision  Understanding of the need for equality of opportunity and how to apply this in all area of work  Knowledge and understanding of the social and emotional aspects of learning including developing emotional literacy and how this can help behaviour management Experience of using ICT as a tool for teaching and learning | E E  E | D D |
| **Experience**  Some experience of successfully teaching pupils, with a clear understanding of the teaching provision required in Key Stage 2  Evidence of good or outstanding teaching and learning  Evidence of pupils making good or better progress, tracking this, and using the information to inform learning  Experience of teaching pupils with EAL Experience of working with young pupils with SEN | E  E E | D D |
| **Personal qualities**  Ability to work as part of a team and communicate ideas and enthusiasm effectively Proven ability to take the initiative and assume responsibility  Self-motivated, well-organised with a positive attitude  Willingness to contribute to the life and work of the school, including extra-curricular activities  To contribute to the distinct ethos of the school | E E E  E | D |



Application process

**Applications will only be accepted from candidates completing the enclosed application form. Please complete ALL Sections of the application form that are relevant to you as clearly and fully as possible. CVs will not be accepted in place of a completed application form.**

**Safeguarding Children & Young People**

We are committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

1. Candidates should be aware that all posts at Chapel St schools will involve some degree of responsibility for safeguarding children and young people, although the extent of that responsibility will vary depending on the nature of the post. Please see the job description enclosed in this application pack for further details.
2. Accordingly, this post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as “spent” must be declared.
3. If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including those related to children or young people (whether the disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and if so the outcome of any investigation or disciplinary proceedings. If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.
4. Where neither your current or previous employment has involved working with children, your current employer will be asked about your suitability to work with children, although it may where appropriate be answered not applicable if your duties have not brought you into contact with children or young people.

### Interview process

After the closing date, short listing will be conducted by a panel who will match your skills/ experience against the criteria in the person specification. At this stage, two references will be taken on shortlisted candidates. You will be selected for interview entirely on the contents of your application

# TYNDALE COMMUNITY SCHOOL

## WILLIAM MORRIS CLOSE

OXFORD OX4 2JX

form, so please read the job description and person specification carefully before you complete your application form.

In addition to candidates’ ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

* Motivation to work with children and young people
* Ability to form and maintain appropriate relationships and personal boundaries with children and young people
* Emotional resilience in working with challenging behaviours
* Attitudes to use of authority and maintaining discipline.

### Conditional offer pre-employment checks

Any offer to a successful candidate will be conditional upon:

* A satisfactory enhanced DBS check
* Proof of qualifications relevant to post
* Two satisfactory references
* Evidence of right to work in the UK, in accordance with the Asylum and Immigration Act 1996
* A satisfactory childcare disqualification declaration, in accordance with the Disqualification under the Childcare Act 2006
* An occupational health assessment
* Where the successful candidate has worked, or been resident overseas in the previous five years, such checks and confirmations as may be required in accordance with statutory guidance.

Please note provision of false information could result in your application being rejected or summary dismissal if you have been selected.

