**St. Michael’s CE Primary School**

Job Description and Specification - **Nursery Teacher post**



St. Michael’s CE Primary is a lovely school and one of which we are very proud. We have fantastic pupils who are keen to learn and a staff who are talented and committed. The ethos of the school is centred on excellent relationships between pupils and staff and is about learning and achievement for all, working together for the good of all.

St. Michael’s is a stimulating place to work and because of this achieves excellent academic results and accolades for our work. We have a clear and targeted focus on learning and developing a love of learning. This applies to adults as well as children and we pride ourselves on our professional development opportunities and our commitment to staff development.

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## St. Michael’s School Profile

St. Michael’s is a Church of England school situated along Granville Road, Southfields. We are a Voluntary Aided Primary School where the staff and Governors work in partnership with Wandsworth Education and the Southwark Diocesan Board of Education. The school has a long-established association with the Parish Church of St. Michael’s and regular visits are made to the Church during the term and for the end of term services.

## Our Recent Ofsted Inspection 2022 stated that:

*‘Parents and carers praise the ‘family feel’ of the school’s community. Leaders and staff work together to ensure that expectations are high for all pupils, particularly for pupils with special educational needs and/or disabilities (SEND).’*

*‘Pupils behave well and have positive attitudes. They actively and sensibly take part in lessons. Adults encourage pupils to share their views which helps to build their confidence. The school is a calm and orderly environment. Pupils settle quickly and do not waste learning time.’*

*‘Members of the governing body provide a strong balance of support and challenge. They are knowledgeable about leaders’ work and reflect on the difference that initiatives make. For example, members of the governing body worked closely with leaders to ensure staff well-being was a high priority. Staff value how leaders consider their workload.’*

**Our last SIAMS Church Inspection 2019 stated that:**

*‘The school has a deeply embedded inclusive Christian vision that excellently expresses its mission of Christian service to its diverse community. This is based on the biblical teaching of the value and potential of everyone, each being precious to God. Through insightful leadership, and accurate self-evaluation, its Christian foundation is kept consistently to the fore. It consequently is relevant and responsive to the strengths and challenges of school life, making this a forward-thinking and outward-looking institution. It successfully challenges and nurtures pupils’ academic and personal development. Consequently, all pupils, including the most vulnerable, flourish and make very good progress from their various starting points, leading to outcomes being consistently above local and national averages.’*

Within our school we aim to create a secure, happy and hard working environment in which children can develop and they are encouraged to work in partnership with each other.

## Job Description

**Job Title:** Standard National Scale Teacher

**Responsible To:** Headteacher - Mrs. Ann-Marie Grant

**General Job Description Standard National Scale**

1. The teacher will ensure that at all times they provide an effective, stimulating, well-organised classroom by:

* planning, preparing, assessing, evaluating and modifying teaching processes according to the Early Years Foundation Curriculum and Every Child Matters, in line with the school's policies.
* meeting all the varied needs of individual learners; helping to remove barriers to learning and supporting other staff to do this;
* selecting appropriate resources and making these accessible to learners.
* maintaining regular records of learners’ progress and achievement and reporting to parents as required.

2.  The teacher will contribute to the general development of the school by:

* working closely with teaching and support staff in the development and delivery of the curriculum, and  the pastoral work of the school;
* attending relevant courses to support individual professional development and the school's needs;
* relating to, and communicating with, parents, and encouraging their active participation in their child’s education;
* participating in general, curricular and policy-making meetings;

3. The teacher will ensure that the principles of the Equality Act and Equal Opportunities policies of the Local Authority, the Southwark Diocesan Board of Education (SDBE) and the school are implemented at all times.

4. To carry out, demonstrate and be committed to all of the National Teaching Standards in line with career level expectations.

**Professional Objectives for experienced teachers**

The objectives below relate to the individual subject leader role, which you would have responsibility for, ensuring that standards and levels of achievement are monitored and evaluated and where necessary appropriate action is taken. Regular feedback will need to be given to the Senior Leadership and Management Team (SLMT).

**Objectives**

* To further develop your role within the school and ensure that you take on fully the leadership role for your subject/faculty area.
* To continue to familiarise oneself with the routines and procedures of the school and become an active member of the relevant age phase department.
* To carry out ongoing self-evaluation/monitoring of teaching and learning standards in the area of responsibility, identifying priorities for development and action planning for improvement as part of the School Development Plan.
* To pursue your own professional development, particularly in the area of responsibility to be decided upon, and lead staff development as and when necessary.
* To carry out an internal audit of resources within the school for your area of responsibility and support staff with resourcing to match the needs of the curriculum and individual pupils.
* To be responsible for a budget for your subject and expendable resources, ensuring that there are enough materials for each class and the subject.
* To carry out any other tasks identified during the year relating to the development of your subject area within the school and as identified in the School Development Plan. (These will be included in Appraisal/the termly objective meetings schedule/discussions held with the Headteacher).

**Managerial Objectives**

* Take responsibility for leading a subject area across the school.
* Take a proactive role in developing curriculum policies initiatives and monitoring across the school.
* Take part in the whole school Appraisal/Performance Management process, agreeing on appropriate pupils progress and personal objectives linked to the class and area of responsibility.
* Organise and coordinate the training for the subject area for teaching staff across the school.
* Other specific areas of responsibility will be added depending upon the skills of the successful candidate.

**Job Specification**

When writing the supporting statement please ensure that you have **covered all the points below in order.** Please give personal examples to support the points, which make clear your role and responsibilities.

**Qualifications**

* Have achieved QTS status and skills test
* Evidence of ongoing relevant professional development
* Nursery qualifications and experience within this area

**Experience**

* Teaching experience in the Nursery age range
* Experience of planning and assessing learning and progress of all children including SEND and EAL pupils.

**Knowledge, Skills and Abilities**

* Ability to interpret and analyse attainment data to identify learning needs and set targets.
* Ability to recognise and deliver high-quality teaching.
* Ability to keep pupils safe, including child protection and forming and maintaining appropriate relationships.
* Ability to create and maintain a safe, happy, stimulating and well-organised classroom and phase.
* Ability to undertake high-quality assessments of young children’s learning and development.
* Ability to plan and deliver lessons to meet the needs of all learners across all areas of their development.
* Ability to maintain high standards of behaviour and excellent discipline using positive strategies.
* Knowledge and understanding of assessment for learning.
* Knowledge and understanding of curriculum expectations.
* An understanding of the role of parents/carers in improving attainment and experience of working directly with parents/carers.

**Personal Qualities:**

* Sympathetic to the Christian ethos of our Church of England School.
* High expectations of all learners
* Committed to taking account of pupils’ views for school improvements
* Reflective and self-evaluative in developing as a teacher
* Adaptable and flexible.
* Recognises the importance of confidentiality in a school context.

If you think you can fulfil this job description and would like the opportunity to develop professionally and enjoy teaching children, St. Michael’s is the school for you!

Find out about us on our school website: [www.stmichaels.wandsworth.sch.uk](http://www.stmichaels.wandsworth.sch.uk)

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