**PPA Teacher**

**Job Specification**

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| **Job Title** | PPA Teacher |
| **Location** | Woodfield Primary School |
| **Responsible to** | Headteacher |
| **Job Type** | Temporary (Until 31st August 2022) |
| **Salary FTE** | MPS 1 – 6 (£25,714.00 - £36,961.00) |
| **FTE** | 0.6 FTE |
| **Actual Annual Salary** | £15,428.40 - £22,176.60  (Depending on experience) |
| **Closing Date** | 9.00am Friday 10th December 2021 |
| **Interview Date** | W/C13thDecember 2021 |
| **Start Date** | 10th January 2022 |

**Roles and Responsibilities**

* To carry out the professional duties covered by the latest School Teachers’ Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England
* To work alongside the class teachers, covering their PPA time, to provide high quality provision for all children
* Ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs
* Build relationships with and nurture pupils to enable positive educational outcomes.
* Deliver and administer statutory and non-statutory assessments
* Maintain the positive ethos and core values of the school, both inside and outside the classroom
* Promote the school’s visions, aims and values
* Contribute to constructive teambuilding amongst teaching and non-teaching staff, parents and governors
* Be willing to take part in wider school life
* Bring initiative, energy and drive to the team
* Have high expectations of every child from their given starting points
* Refuse to allow disadvantage to be a barrier to their children’s achievements
* Empower and inspire children and staff to want to succeed
* Have secure subject knowledge in the primary curriculum
* Be immersed in our inclusive nature as a school and recognise/appreciate the needs of our children and community

**The Class Teacher will:**

* Implement agreed school and trust policies and guidelines
* Support initiatives decided by the LAT, Headteacher and staff
* Plan appropriately to meet the needs of all pupils, through differentiation of tasks
* Be able to set clear targets, based on prior attainment, for pupils’ learning
* Through high quality teaching deliver a school curriculum that inspires all children
* Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
* Keep appropriate and efficient records, integrating formative and summative assessment into planning
* Work with school leaders and class teachers to track the progress of individual children and intervene where pupils are not making progress
* Promote the school’s code of conduct amongst pupils, in accordance with the school's behaviour policy
* Participate in meetings which relate to the school's management, curriculum, administration or organisation
* Communicate and co-operate with specialists from outside agencies
* Make effective use of ICT to enhance learning and teaching
* Lead, organise and direct support staff within the classroom
* Participate in the performance management system for the appraisal of their own performance, or that of other teachers

This job description will be reviewed annually as part of the performance management review process, or more frequently if necessary. It may be amended at any time after consultation with the headteacher and postholder.

**PERSON SPECIFICATION**

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| **Location** | Woodfield Primary School |
| **Salary** | MPS 1 – 6 (£25,714.00 - £36,961.00) |

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|  | **Essential** | **Desirable** |
| High quality teaching leading to good progress and outcomes | Excellent teaching skills and a passionate commitment to excellence and enjoyment | *Ability to contribute to a curriculum team* |
| Experience of working successfully in KS1 and KS2 | Experience of working across different age groups within a primary school |
| Excellent use of feedback and assessment to support children’s understanding of their next steps and targets |  |
| Thorough understanding of the teaching of phonics and Early Reading | *Experience of delivering RWInc or alternative* |
| Understanding of the importance of pupil progress data tracking and target setting |  |
| Commitment to meet all of the needs of the children | Proven ability to cater for the needs of all children, including the most vulnerable and pupil premium children |  |
| Proven ability to improve outcomes for children (academic and pastoral) | *Experience of working with EAL children* |
| Clear awareness of how to keep children safe |  |
| High quality behaviour management | A proven ability to manage children’s behaviour, using a positive approach | *An understanding of a ‘Trauma Informed Approach’ to support behaviour* |
| Evidence of an ongoing positive and enthusiastic approach to motivating the children and supporting colleagues |  |
| Commitment to the wider life of the school and professional development | Good emotional intelligence and inter-personal skills | *Sense of humour* |
| Ability to work sensitively with children, parents and carers | *Willingness to lead extra-curricular activities* |
| Ability to be flexible and adapt to any last minute changes |  |
| Keen interest in further professional development and evidence of responding positively to advice given |  |
| Commitment to working collaboratively with colleagues at Woodfield and across the Trust for the good of all children |  |
|  | Qualified teacher status  Commitment to following the school’s code of conduct (within staff handbook) |  |