

# Job Description



**POST:** Primary Teacher

**ACADEMY:** Oasis Academy Ryelands

**RESPONSIBLE TO:** Principal

**SALARY:** M1-M6 (£36,413-£48,532) / UPS1-3 (£50) (plus Teachers pension scheme)

**LOCATION:** Oasis Academy Ryelands, Oakley Road, London SE25 4XG

**WORKING PATTERN:** Full-time as described in the School Teachers' Pay and Conditions Document

**DISCLOSURE LEVEL:** Enhanced

**JOB PURPOSE:** To ensure high quality curriculum provision and effective teaching and learning within the curriculum area and to carry out the professional duties of a qualified teacher in accordance with the current DCFS Teachers' Pay and Conditions Document.

## **SPECIFIC RESPONSIBILITIES:**

### **A. Teaching**

- Plan work in accordance with the relevant Early Years/primary curriculum so that it addresses the personalised learning needs of every student.
- Liaise with relevant colleagues on the planning of units of work for collaborative delivery.
- Work in collaboration with associate staff attached to any teaching group.
- Take account of students' prior levels of learning and achievement and use them to set targets for future improvements.
- Set work for students absent from school for health or disciplinary reasons.
- Maintain positive relationships by adherence to the advice given to staff in the Positive Behaviour Management Policy.
- Set high expectations for students' behaviour by establishing a purposeful working atmosphere in accordance with the Behaviour for Learning strategies.
- Provide students with the opportunities to develop the skills required in order to learn.
- Listen to the views of students about their preferred methods and styles of learning.
- Enable students to use their preferred methods and styles of learning where appropriate.
- Set appropriate and demanding expectations for students' learning, motivation, and presentation of work.



**B. Assessment**

- Maintain notes and plans of lessons undertaken and records of students' work in line with the Academy's Teaching and Learning policy.
- Mark, monitor and return work within a reasonable and agreed time span, as determined by the Academy, providing constructive oral and written feedback and clear targets for future learning as appropriate.
- Complete student records of achievement in line with policy and as specified in the published calendar.
- Attend the appropriate Parents' Evenings to keep parents informed about the progress of their child.
- Be familiar with the code of practice for identification and assessment for Special Educational Needs and keep appropriate records and personalised learning plans.

**C. Care and Guidance**

- Undertake responsibility for the care and guidance of students and coaching and mentoring.
- Be the first point of contact for parents.
- Promote good attendance and monitor in accordance with the Academy's attendance policy.

**D. Safeguarding children and young people**

- Support the ethos, vision, principles and values of the Academy.
- Treat colleagues, students and all members of the community, with respect and consideration.
- Treat all students fairly, consistently and without prejudice.
- Set a good example to students in terms of appropriate dress, standards of punctuality and attendance.
- Support the aims of the Academy through attendance at and participation in events such as open evenings, curriculum evenings and the like. (As appropriate to responsibilities).
- Support the ethos of the Academy by upholding the code of conduct, uniform rules, etc.
- Take responsibility for own professional development and participate in arrangements as adopted by the Academy for the assessment of his/her performance and that of other teachers.
- Reflect on own practice as well as the practices of the Academy with the aim of improving all that we do and achieving excellence.
- Read and adhere to the various policies of the Academy and implement Academy improvement plans.
- Participate in the development and management of the Academy by attending various team and staff meetings.
- Undertake duties as prescribed within the Academy's policies.

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- Ensure that all deadlines are met.
- Undertake professional duties that may be reasonably assigned to them by the Assistant Principal for Teaching and Learning and the Principal.
- Be proactive and take responsibility for matters relating to health and safety.
- Promote lifelong learning and promote enrichment and extension activities as part of the Academy's community hub.

**E. Knowledge and understanding**

- A clear and well thought out understanding of current educational issues, theory and practice in Early Years/primary education.
- Have a detailed knowledge of the relevant aspects of the EYFS, National Curriculum and other statutory requirements.
- Understand progression throughout the EYFS and/or primary curriculum.
- Cope securely with subject-related questions which students raise and know about students' common misconceptions and mistakes.

**F. Planning and setting expectations**

- Identify clear teaching and learning objectives, content, lesson structure and sequences appropriate to the subject matter and the subject being taught.
- Set appropriate and demanding expectations for students learning and motivation. Set clear targets for students learning building on prior attainment.
- Identify students who have Special Educational Needs, and speak English as a second language and know where to get help in order to give positive and targeted support. Implement and keep records on personalised learning needs.

**G. Teaching and managing students' learning**

- Ensure effective teaching of whole classroom, groups and individuals so that learning objectives are met, momentum, pace and challenge are maintained and the best use is made of learning time.
- Use teaching methods which keep students engaged, including stimulating students' intellectual curiosity, effective questioning and response, with clear presentation and good use of resources.
- Set high expectation for students' behaviour establishing a good standard of discipline through well focused teaching and through positive and productive relationships.

**H. Assessment and evaluation.**

- Assess how well learning objectives have been achieved and use this assessment to establish future learning objectives.
- Mark and monitor students' classwork and homework providing constructive oral and written feedback, setting targets for students; progress.

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- Understand the demands expected of students in relation to Early Years and/or Key Stage assessments and SATS.

**I. Student achievement**

- Secure progress towards student targets. Reward achievement using the guidance from the Academy.
- Deliver after school intervention and enrichment programmes.

**J. Relationships with parents and the wider community**

- Know how to prepare and present informative reports to parents.
- Recognise that learning takes place outside the Academy context and provide opportunities to develop students' understanding by relating their understanding to real and work related examples.
- Understanding the need to liaise with partner professionals responsible for students' welfare, care and guidance.

**K. Managing own performance and professional development**

- Understand the need to take responsibility for their own professional development and keep up to date with research and developments in pedagogy and in the subjects that they teach.
- Understand the professional responsibilities in relation the Academy policies and practices.
- Set a good example to the students in their presentation and in their personal conduct.
- Evaluate their own teaching critically and use this to improve their effectiveness.

**L. Managing and developing staff and other adults**

- Establish effective working relationships with professional colleagues including, where applicable, associate staff and colleagues from the Oasis learning Community Family.

**M. Managing resources**

- Select and make good use of resources.

Oasis is 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.



**OTHER:**

**The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.**

**The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.**

**All teachers take an active role in the Academy's care and guidance of students and may be expected to fulfil the role of form tutor or similar role as determined by the Academy.**

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Principal. The postholder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

All teachers actively support and contribute, as required, to the Academy's programme for Initial Teacher education trainees.

**The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.**

This job description sets out the duties of the post at the time it was drawn up. The above mentioned duties are neither exclusive nor exhaustive and the post holder may be required to carry out other relevant duties as directed by the Principal within the academy as may be reasonably expected. This is not a common occurrence and would not justify a reconsideration of the grading of the post.

**Signed:**

<b>Employee:</b>		<b>Line Manager:</b>	
<b>Print Name</b>		<b>Print Name</b>	
<b>Date</b>		<b>Date</b>	

# Primary Teacher Person Specification



## Our Purpose

The vision of Oasis Community Learning (OCL) is to create 'Exceptional Education at the Heart of the Community.'

All our Academies are committed to achieving this vision through developing character, competence and sense of community with every child, providing a rich educational experience that is underpinned by our philosophy of education; inspirational leadership, deep learning and healthy communities.

## Oasis Ethos

Our ethos is rooted in what we believe and who we are. It is an expression of our character. Rooted in the story and beliefs of Oasis, we describe our ethos through a particular set of values that inform and provide the lens on everything we do.

- A passion to include
- A desire to treat people equally respecting differences
- A commitment to healthy, open relationships
- A deep sense of hope that things can change and be transformed
- A sense of perseverance to keep going for the long haul

It is these ethos values that we want to be known for and live by. They are the organisational values we aspire to. We are committed to a model of inclusion, equality, healthy relationships, hope, and perseverance throughout all the aspects of the life and culture of every Oasis Hub and Academy community.

	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"><li>• Qualified Teacher Status in the UK</li></ul>	<ul style="list-style-type: none"><li>• Degree</li></ul>
<b>Experience, Skills &amp; Knowledge</b>	<ul style="list-style-type: none"><li>• Successful teaching experience in the phase they are teaching in</li><li>• Excellent written and communication skills, including appropriate IT skills</li><li>• A secure knowledge of the importance of data as a means both to measure and to extend progress</li><li>• A high level of organisational skills</li><li>• The ability to create a stimulating</li></ul>	<ul style="list-style-type: none"><li>• Successful teaching experience in Primary Year the phase the person is teaching in</li><li>• Experience of preparing for and administering Key Stage 1 or 2 national tests, SATS, phonics check or EY profile – depending on phase the person is teaching in</li></ul>

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	<p>visual environment in the classroom</p> <ul style="list-style-type: none"> <li>• The ability to converse at ease with parents/students and members of the public, and provide advice in accurate spoken English'</li> </ul>	
<b>Personal Qualities</b>	<ul style="list-style-type: none"> <li>• Commitment to safeguarding and promoting the welfare of children and young people</li> <li>• Willingness to undergo appropriate checks, including enhanced DBS checks</li> <li>• Motivation to work with children and young people</li> <li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people</li> <li>• Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline</li> <li>• Flexibility and a willingness to be involved in activities that promote the community hub</li> <li>• A commitment to lifelong learning and a willingness to contribute to furthering their own learning through CPD</li> <li>• Commitment to the Academy's Equal Opportunities policies</li> <li>• Personal drive and energy to motivate and inspire staff and students</li> <li>• Capable of establishing positive relationships with parents</li> </ul>	

	<ul style="list-style-type: none"> <li>• Integrity</li> <li>• The ability to cope with complexity, ambiguity and uncertainty</li> <li>• A genuine liking for and commitment to students even when the going gets tough!</li> <li>• Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos</li> </ul>	
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