

Bulphan Church of England Academy

Fen Lane, Bulphan, Essex. RM14 3RL

Executive Headteacher: Miss S. Finch

Head of School: Miss E. Taylor

Telephone: (01375) 891220

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Job details

Job title: Class teacher – primary school

Salary: Main Pay Range

Contract type: Term Time, Permanent

Reporting to: Executive Headteacher/Head of School

Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Duties and responsibilities

Teaching

- Foster and maintain a calm, productive working atmosphere, underpinned by the school's Christian ethos.
- Plan and teach well-structured lessons to assigned classes, following the school's curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school including subject leadership
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Fully support the Christian ethos of the school and ensure that Christian distinctiveness is upheld.

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Ensure a calm and safe learning environment by building strong working relationships with pupils and their families.

'God's word is a lamp to guide our feet and a light for our path'
Inspired by Psalm 119:105

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The Church of England
in Essex and East London
Diocese of Chelmsford

Professional development

- Take part in the school's appraisal procedures
- Be committed to further training and development in order to improve own practice
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with the whole school community
- Model a high standard of written and verbal communication at all times

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop and maintain effective, professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher.

All appointments are subject to safer recruitment requirements to ensure the safeguarding of children and young people. All positions will involve appropriate checks and clearances and the successful candidate will be subject to the Vine Trust Probation cycle.

Person specification

Criteria	Qualities
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Qualifications and experience	<ul style="list-style-type: none"> • Qualified teacher status • Degree • Successful primary teaching experience
Professional Conduct	<ul style="list-style-type: none"> • A calm, positive outlook and a willingness to grow and flourish with Bulphan • Proven success in time management • The ability to show empathy and consideration at all times when approaching other members of the school community • The ability to recognise strength in others and utilise it effectively for school improvement • A trustworthy team player, who acts with honesty and integrity at all times • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • High expectations for children's attainment and progress • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality
Skills and knowledge	<ul style="list-style-type: none"> • Knowledge of the National Curriculum • Knowledge of effective teaching and learning strategies • A high standard of written and oral communication • A good understanding of how children learn • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with pupils • Knowledge of guidance and requirements around safeguarding children • Knowledge of effective behaviour management strategies • Good ICT skills, particularly using ICT to support learning

This job description may be amended at any time in consultation with the postholder.

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