Job Description and Person Specification

Post Reference: 2787
Job Title: Teacher
Academy Name: Alder Tree Primary Academy
Grade: MPS/UPS (£32,916 to £51,047)
Hours: Full time
Accountable to: Principal

Job Description

Role:

In this role you will teach Key Stage 1 & 2 (KS 1 & KS 2) students achieving positive outcomes for all groups of students. You will:

- Teach in the specialism areas of KS 1 & KS 2 to all abilities.
- Ensure teaching and learning in the classroom maximises the potential of all students.
- Accountable for the progress of pupils taught.
- Able to contribute to the development and delivery of an innovative and engaging curriculum.
- Dedicated to personal continued professional development.
- Able to share and support the school's responsibility to provide opportunities for personal and academic growth.

A dynamic and innovative primary school specialist with an excellent subject knowledge and ability to teach across a range of subjects at KS2. A keen interest in encouraging and inspiring students to love learning and excel.

NB: *All post-holders at the White Rose Academies Trust are responsible for improving the outcomes for learners and upholding the ethos of the academies. Keeping Children Safe in Education and the guidance for Safer Working Practices directs the work of every adult working at or associated with the White Rose Academies Trust.*

Duties and Responsibilities:

- Ensure good and better progress for all students within groups taught through the planning and preparation of high-quality lessons which engage, motivate, and support learners and adhere to the academy teaching and learning strategy.
- Strive to deliver a consistently excellent standard of teaching.
- Leadership responsibilities to be developed in response to the candidate's strengths allowing an opportunity for career progression when appropriate.
- Take responsibility within own teaching areas and in the execution of general duties for the creation of a positive climate for learning which results in positive, respectful attitudes from students.
- Consistently apply the Academy Behaviour Policy to support all colleagues in establishing high standards of behaviour from students, and in order that students have parity of treatment and expectations in all areas of the academy.
- Assess, record and report on the development, progress, and attainment of students within the academy schedule.
- In consultation with your line manager, contribute to the planning, design and production of good quality teaching materials and resources, appropriate to age and ability, in accordance with the Academy Development and Improvement Plan.

- Within the key stage, make a strong contribution to agreed Personal, Social, Health and Citizenship Education (PSHCE) areas, as designated to the subject area through 'immersion' curriculum experiences.
- Contribute to the wider life of the academy by participating in the provision of extension, enrichment, and enhancement activities through the planned programme.
- Attend meetings, including parents' consultation sessions, and fulfil duties on rotas as required by the Principal.
- Implement all academy policies with regards to registration, student absence, student uniform and other routines detailed in the academy policies.
- Observe academy rules relating to the safeguarding of students, health and safety requirements, and equality policies.
- Participate in full staff and department meetings, actively contributing to academy decision making and consultation procedures.
- Participate fully in the Academy Performance Management process, engaging in professional development activities which enhance personal performance, fulfil personal potential, and contribute effectively to the implementation of the academy's goal to be an outstanding place of learning.
- Actively engage in the academy quality assurance processes.
- Uphold the professional standards of dress, behaviour, attitudes, and team spirit which will ensure the academy is a pleasant, positive place to learn and work.

Equal Opportunities:

- Promote equality of opportunity so that all children, young people, and families can access and benefit from our Trust.

- Support the wellbeing, safety, and success of all students and young people, enabling positive educational and life outcomes.

Professional Responsibilities

- Uphold the professional standards expected of all academy staff in all interactions with colleagues, students, parents/carers, and the wider community.

- Act in accordance with the values, aims, and mission of the academy and White Rose Academies Trust.

- Contribute positively to the continuous improvement of the academy and to personal professional development through participation in training, meetings, appraisals, and by sharing ideas for improvement.

- Work collaboratively as a positive and supportive member of the team, recognising when to seek advice, guidance, or support.

- Apply academy and Trust policies and procedures consistently in all aspects of the role.

- Engage in reflective practice and appropriate continuing professional development (CPD) to improve effectiveness and maintain high standards.

- Contribute to the wider life, ethos, and objectives of the academy, including attendance at relevant meetings, training days, and events as required.

Safeguarding, Compliance and Conduct

- Comply with all academy and Trust policies and procedures, including those relating to safeguarding and child protection, health and safety, security, confidentiality, and data protection, and report any concerns promptly to the appropriate person.

- Take responsibility for safeguarding children and young people and for promoting their welfare, in line with statutory guidance and academy procedures.

- Maintain appropriate professional boundaries and conduct at all times.

Whilst every effort has been made to explain the main duties and responsibilities of the post, not all individual tasks can be identified. The job description may be amended by the Principal or Accounting Officer to reflect or anticipate changes to the role, commensurate with the grade and job title.

The post-holder may be required to undertake additional duties, as reasonably requested, to ensure the effective operation of the academy.

The Governors and Principals of White Rose Academies Trust are committed to safeguarding and promoting the welfare of children and young people and to ensuring that safer recruitment practices are in place.

White Rose Academies Trust values diversity and seeks to create a workforce that reflects the communities it serves. Applications are welcome from all individuals regardless of sex, sexual orientation, race, religion or belief, marital status, age, or disability.

White Rose Academies Trust expects all staff and volunteers to share this commitment. Appointments will be subject to Safer Recruitment procedures, including an enhanced Disclosure and Barring Service (DBS) check. A criminal record will not necessarily prevent employment; this will depend on the nature of the offence and the circumstances.

This role involves contact with children and constitutes regulated activity. It is an offence to apply for this role if you are barred from engaging in regulated activity relating to children.

Person Specification

It is essential that the candidate should be able to demonstrate the criteria for the post within the context of the specific duties and responsibilities of the role: Candidates will only be shortlisted for interview if they can demonstrate on the application form that they meet all the essential requirements. Candidates are not required to meet all the desirable requirements, however these may be used to distinguish between acceptable candidates.

You should be able to demonstrate that you meet the following criteria which are all essential:
E = Essential D = Desirable

Measured by:
A = Application Form
T = Test/Exercise
P = Presentation
I = Interview
R = References

	Qualifications	
E	Good degree in relevant subject	**A**
E	PGCE or equivalent	**A**
E	Qualified Teacher Status - the post is suitable for Early Careers Teachers {ECT) candidates	**A**

	Knowledge and Experience	
E	Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application	**A I R**
E	Knowledge, understanding and commitment to safeguarding and promoting the welfare of students	**A I R**
E	Ability to form and maintain appropriate relationships and personal boundaries with students	**A I R**
E	Recent, relevant classroom practice in KSI & KS2 Teaching	**A I R**
E	Evidence of working with young people effectively	**A I**
E	Successful contributions to teamwork	**A I**
E	Teach to a high standard across using professional links to the industry as applicable	**A I**
E	Knowledge, understanding and commitment to equality, diversity and inclusion informed by practical experience and application	**A I**
E	A clear understanding of effective safeguarding within the academy	**A I**
E	Knowledge of the provisions of national strategies relevant to the post i.e., KS2 curriculum, Literacy, Numeracy, and ICT	**A I**
D	The implications of the Code of Practice for Special Educational Needs for learning and teaching	**A I**
E	Full working knowledge of relevant policies/codes of practice /legislation	**A I**

	Skills, Attributes and Abilities	
E	Competent at using ICT for recording, monitoring and reporting	A I
E	Able to reach an excellent standard of teaching	A I
E	Resilient, reliable, and possess a sense of humour	A I
E	Able to use progress data of students to benchmark, track and raise attainment of students for whom responsible	A I
E	Jointly responsible for promoting and safeguarding the welfare of students	A I
E	Able to form and maintain appropriate relationships and personal boundaries with students	A I
E	Able to work effectively and efficiently as part of a group and individually	A I
E	Possess strong interpersonal skills and the ability to communicate effectively and clearly with young people and adults	A I
E	Able to respect sensitive and confidential work and respect the wishes of others	A I
D	Able to teach across primary age range	A I
E	Able to investigate, solve problems and make decisions using own initiative	A I
E	Able to manage people and resources including motivation and guidance	A I
E	Excellent organisational and planning skills	A I
E	Good working knowledge of assessment for learning approaches and their classroom application	A I
E	Promote equality, diversity, and inclusion and demonstrate this within the role.	A I

	Behavioural and Other Characteristics	
E	Committed to continuous improvement	A I
E	Carry out all duties having regard to an employee's responsibility under Health & Safety Policies	A I
E	Willingness to actively participate in training and development activities to ensure up to date knowledge, skills, and continuous professional development	A I

White Rose Academies Trust is committed to safeguarding and promoting the welfare of its students and expects all staff and volunteers to share the commitment. Appointments will be subject to Safer Recruitment Procedures and an enhanced DBS check.

Please note this role will involve contact with children and you will be engaging in regulated activity. It is an offence to apply for the role if you are barred from engaging in regulated activity relevant to children.

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age, or disability.