

## TEACHING STAFF

### JOB DESCRIPTION

<b>ROLE TITLE</b>	Class Teacher
<b>CONTRACTED HOURS</b>	Full time, fixed-term
<b>LOCATION</b>	Wickhambrook Primary Academy
<b>GRADE / SCALE POINT – SALARY</b>	MPR 1-6
<b>REPORTING TO</b>	Head Teacher

#### INTRODUCTION

Through geographical hubs of like-minded schools and a vision of excellence that is shared by all, schools smash through barriers to achieve more than others think possible.

The vision of Unity Schools Partnership is to achieve the highest standards of education in its primary, secondary and special schools.

It is our intention that all trust schools, and the trust as a whole, be recognised locally and nationally for the exceptional quality of its educational provision.

We are a family of interdependent schools with a shared ambition to transform lives.

We are committed to the development of a very high-quality, and evidence-informed, model of how excellence is achieved.

Our work is fostered by geographical hubs of schools in close proximity that understand their specific communities.

The trust expects its work to be characterised by:



The vast majority of schools are now successful, well-performing schools and judged 'good' by Ofsted. The ambition over the next three years is that schools across the trust become excellent schools, characterised by top quartile performance and with the capacity to support more schools in the area that need support to benefit from being part of the trust.

In order to achieve this ambition, the trust will focus on:

**Excellent education** – we have plans for work in primary, secondary and special education which aim by 2026 to achieve top quartile performance in primary and secondary results and that has very high approval ratings externally and from parents for children with special educational needs.

**Excellent staff** – we have a People Strategy that includes the ambition of being the employer of choice for school staff in the region.

**Excellent support for schools** – we have included in our plans for work in primary, secondary and special education how schools are supported to provide excellent education and we have an operational plan for wider support for schools in the trust, those who wish to be associated with the trust and those who potentially might wish to join the trust.

All teachers are required to meet the national standards for teachers according to their role.

#### JOB PURPOSE

To actively pursue the agreed aims of the school and wider Trust, maintaining an outstanding educational ethos, care for the pupils and respect for colleagues whilst undertaking all duties in a professional manner. There is an expectation all staff colleagues will secure a good or better education for all pupils and the continuous improvement of teaching and learning in the school.

## **KEY TASKS & RESPONSIBILITIES**

### **Set high expectations which inspire, motivate and challenge all pupils**

- Establish a safe and stimulating environment for pupils, rooted in mutual respect.
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.

### **Promote good progress and outcomes by all pupils**

- Be accountable for pupils' attainment, progress and outcomes.
- Plan teaching to build on pupils' capabilities and prior knowledge.
- Guide pupils to reflect on the progress they have made and their emerging needs.
- Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching.
- Encourage pupils to take a responsible and conscientious attitude to their own work and study.

### **Demonstrate good subject and curriculum knowledge**

- Have a secure knowledge of all curriculum areas, foster and maintain pupils' interest in the subject and address misunderstandings.
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of lifelong learning.
- Demonstrate an understanding of, and take responsibility for, promoting high standards of literacy, articulacy and the correct use of Standard English, whatever the teacher's specialism.
- If teaching reading in the early levels of the National Curriculum, demonstrate a clear understanding of systematic synthetic phonics.
- If teaching mathematics in the early years levels of the National curriculum, demonstrate a clear understanding of appropriate teaching strategies.

### **Plan and teach well-structured lessons**

- Impart knowledge and develop understanding through effective use of lesson time.
- Promote a love of learning and children's intellectual curiosity.
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired, as appropriate.
- Reflect systematically on the effectiveness of lessons and approaches to teaching.
- Contribute to the design and provision of an engaging curriculum within the relevant subject area(s)

### **Adapt teaching to respond to the strengths and needs of all pupils**

- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.
- Have a secure understanding of how a range of factors can inhibit pupils' ability to learn and how best to overcome these.
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development.
- Have a clear understanding of the needs of all pupils, including those with special educational needs, those of high ability, those with English as an additional language, those with disabilities, and be able to use an evaluate distinctive teaching approaches to engage and support them.

### **Make accurate and productive use of assessment**

- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.
- Make use of formative and summative assessment to secure pupils' progress.
- Use relevant data to monitor progress, set targets and plan subsequent lessons.
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.

### **Manage behaviour effectively to ensure a good and safe learning environment**

- Have clear rules and routines for behaviour in classrooms and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's Behaviour policy.
- Have high expectations of behaviour and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage classes effectively, using approaches that are appropriate to pupils' needs in order to involve and motivate them.
- Maintain good relationships with pupils, exercise appropriate authority and act decisively when necessary.

### **Personal and Professional Conduct**

- To behave in a manner outlined in the Teachers' Standards.
- Teachers must have proper and professional regard for the ethos policies and practices of the school in which they teach and maintain high standards in their own attendance and punctuality.
- To take into account our policy for social networking and acceptable use of ICT.
- To promote the school and celebrate its success at every opportunity.
- To show tolerance of and respect for the rights of others and to uphold British Values.
- To set up and support extra-curricular clubs.
- To develop your Subject Coordinator role, lead and support staff development as appropriate.

To endorse the ethos of the school and support activities and events accordingly.

### **SAFEGUARDING**

Unity Schools Partnership is committed to safeguarding and promoting the welfare of children and young persons at all times.

The post holder, under the guidance of the Headteacher, will be responsible for promoting and safeguarding the welfare of all children with whom he/she comes into contact, in accordance with the Trust's and the school's safeguarding policies. The post holder is required to obtain a satisfactory Enhanced Disclosure from the Disclosure and Barring Service (DBS).

### **GENERAL**

1. Take active responsibility for personal continuous professional development;
2. Take ownership of individual performance management, keeping a continuing professional development portfolio;
3. Maintain consistent high standards of professional conduct, tact and diplomacy at all times in dealings with pupils, parents, staff colleagues, external agencies and any other visitors to the school or wider Trust;
4. Maintain absolute confidentiality and exercise discretion with regard to staff / pupil information and the Trust's business at all times;
5. Act as an ambassador for the School and the wider Trust within the local community and beyond, ensuring that the ethos and values of the Trust are promoted and upheld at all times.

The list above is not exhaustive, and you may be required to undertake any other reasonable tasks and responsibilities which fall within the scope of the post as requested the Headteacher, a member of the Senior Leadership or Trust Executive Leadership Teams.

Unity Schools Partnership has developed a framework for supporting effective practice which will be used to support staff professional development and this job description is subject to change at the discretion of the trust.

### PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Second class degree or higher</li> <li>• Relevant Teaching Qualification</li> <li>• English and Mathematics at G.C.S.E./'O' Level or equivalent and/or sound Literacy and Numeracy skills (ITT accreditation test level)</li> <li>• ICT QTS accreditation test level or European Computer Driving License (ECDL)</li> </ul>	
<b>Experience and Knowledge</b>	<ul style="list-style-type: none"> <li>• High levels of primary subject knowledge and knowledge of statutory requirements relating to the relevant Key Stage(s) curriculum;</li> <li>• Evidence of positive impact on pupil outcomes in the relevant Year group(s);</li> <li>• Evidence of successful leadership of a project or initiative;</li> <li>• Evidence of effective team working.</li> </ul>	
<b>Literacy and Numeracy</b>	<ul style="list-style-type: none"> <li>• Ability to read and understand instructions</li> <li>• Ability to complete basic paperwork</li> </ul>	
<b>Organisational</b>		<ul style="list-style-type: none"> <li>• Knowledge of school policies and procedures</li> </ul>
<b>Key Skills and Attributes</b>	<ul style="list-style-type: none"> <li>• Positive disposition to implementing the Schools' educational vision;</li> <li>• Willingness to work across the Trust's primary schools to secure high attainment for all children in the relevant Year Group(s) Key Stage(s).</li> </ul>	
<b>Leadership</b>	<ul style="list-style-type: none"> <li>• Ability to promote and ensure the school/academy vision is understood and acted upon by individuals in their team</li> <li>• Understanding of the management of change processes</li> <li>• Ability to maintain a consistent and continuous focus on pupil achievement</li> <li>• Ability to delegate appropriately and hold others accountable while at the same time accepting accountability for the</li> </ul>	