



# Weston Village Primary School

## Job Description and Person Specification for Year 2 Maternity Cover Teacher

### Job Description: Year 2 Class Teacher (Maternity Cover)

Weston Village Primary School

Part of *The Cornovii Trust*

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**Job Title:** Year 2 Class Teacher (Maternity Cover)

**Salary:** MPS

**Hours:** Full-time

**Contract Type:** Fixed-term maternity cover

**Responsible to:** Headteacher

**Start Date:** Anticipated Monday 2 November 2026, subject to confirmation

**End Date:** 31 August 2027, or earlier if the substantive postholder returns before this date

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### Main Purpose of the Role

The Year 2 maternity cover class teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the *School Teachers' Pay and Conditions Document (STPCD)*.
  - Meet the expectations of the *Teachers' Standards*.
  - Provide high-quality teaching and pastoral care for pupils in Year 2, supporting strong progress, confidence and readiness for Key Stage 2, while reflecting the ethos of Weston Village Primary School.
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### Key Duties and Responsibilities

#### Teaching and Learning

- Plan and deliver well-structured lessons across the Key Stage 1 curriculum in line with the National Curriculum and the school's curriculum plans.
- Set high expectations which inspire, motivate and challenge pupils.
- Create a language-rich, purposeful and nurturing classroom environment.
- Monitor and assess pupils' progress and maintain accurate records using school systems.
- Provide effective feedback to pupils and families and use assessment to inform future learning.
- Promote early reading, phonics, fluency, spelling, writing, oracy and mathematics as key curriculum priorities.
- Adapt teaching to respond to the strengths and needs of all pupils.

#### Wider School Contribution

- Contribute to the school's policies, vision and values, and actively promote the 'Secrets of Success' ethos.
- Work collaboratively with KS1 and wider primary colleagues to ensure continuity, progression and effective transition.
- Support the wider life of the school through participation in school events, trips and enrichment.
- Supervise support staff assigned to the class, including contributing to their development.

#### Safeguarding, Behaviour and Welfare

- Maintain a safe and purposeful environment where pupils feel happy, secure and valued.
- Uphold the school's behaviour policy and use positive, consistent strategies to promote good behaviour.
- Maintain responsibility for safeguarding and promoting the welfare of all pupils.
- Work closely with the DSL and wider staff team to share any concerns about pupils' wellbeing.

#### Professional Development

- Participate fully in appraisal, CPD and Trust-wide training opportunities.
- Stay up to date with relevant national and local developments, including DfE and Ofsted priorities for primary education and Key Stage 1.
- Reflect on practice and be open to coaching and feedback.

#### Communication and Collaboration

- Build strong, positive relationships with pupils, parents, carers and colleagues.
- Communicate regularly with families about pupils' progress and wellbeing.



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- Liaise with external professionals as required (e.g. SALT, educational psychology and SEND services).

### Personal and Professional Conduct

- Uphold public trust and maintain high standards of ethics and behaviour
- Have regard for the ethos, policies and practices of the school
- Act within statutory frameworks and school policies

This job description 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 undertake other duties appropriate to the level of the role, as directed by the headteacher or line manager.

### Safeguarding Statement

Weston Village Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. This post involves regulated activity with children and is exempt from the Rehabilitation of Offenders Act 1974. Enhanced DBS checks and satisfactory references will be required for the successful applicant.

### Person Specification: Year 2 Class Teacher (Maternity Cover)

**Key to assessment methods:** A = assessed from the application form; R = assessed through references; I = assessed at interview / selection process

	ESSENTIAL	DESIRABLE
Education & training	<ul style="list-style-type: none"> <li>• Qualified Teacher Status (QTS) (A)</li> <li>• Evidence of recent or ongoing CPD (A)</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of KS1-specific CPD, particularly in early reading, phonics, writing or mathematics (A)</li> </ul>
Relevant experience	<ul style="list-style-type: none"> <li>• Experience of teaching within the primary age range (A, R, I)</li> <li>• Experience of using assessment to identify next steps and adapt teaching (A, R, I)</li> <li>• Experience of working effectively with support staff to meet pupils' needs (A, R, I)</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching in Key Stage 1, ideally Year 2 (A, R, I)</li> <li>• Experience of supporting transition from Year 1 to Year 2 or from KS1 to KS2 (A, R)</li> <li>• Experience of working with pupils with a range of SEND and/or pastoral needs (A, R)</li> </ul>
General & specific knowledge & skills - all A, R & I	<ul style="list-style-type: none"> <li>• Secure knowledge of the Key Stage 1 National Curriculum</li> <li>• Secure understanding of early reading, phonics, fluency, spelling, writing and mathematics</li> <li>• Ability to plan and deliver inclusive, high-quality teaching that meets the needs of all pupils</li> <li>• Skilled in supporting emotional wellbeing and personal development</li> <li>• Effective use of positive behaviour strategies</li> <li>• Confident use of technology in the classroom</li> <li>• Understanding of safeguarding and child protection responsibilities</li> </ul>	<ul style="list-style-type: none"> <li>• Confident leading or co-leading a subject (A, R)</li> <li>• Experience of supporting parent workshops or home-school engagement in KS1 (A, I)</li> <li>• Understanding of end-of-KS1 expectations and effective preparation for KS2 (A, I)</li> </ul>
School specific	<ul style="list-style-type: none"> <li>• Committed to promoting high standards of pupil achievement and development (A, R, I)</li> <li>• Demonstrates an understanding of the high expectations of Weston families and the school's community role (I)</li> <li>• Willing to make a positive contribution to wider school life (e.g. clubs, events, displays) (A, R)</li> <li>• Ability to collaborate effectively and positively with colleagues, parents and other professionals (A, R)</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading trips or enrichment opportunities in Key Stage 1 (A)</li> </ul>
Personal qualities - all A, R & I	<ul style="list-style-type: none"> <li>• Caring, enthusiastic and creative</li> <li>• Strong organisational skills</li> <li>• Confident communicator with children and adults</li> <li>• Commitment to safeguarding, inclusion and equity</li> </ul>	<ul style="list-style-type: none"> <li>• Flexible, adaptable and solution-focused</li> <li>• Proactive and self-reflective</li> <li>• A positive outlook and sense of humour</li> </ul>