



Providing outstanding education for all pupils – today and tomorrow!

*First-class education and care that allows every child to achieve their potential, regardless of location, prior attainment or background.*

By Working Together  
Sustaining Excellence  
Transforming Learning



## Glapthorn C.E Primary School

- Job description: Year 3 and 4 Teacher
- Full time
- Main Teachers Pay Scale – this post would suit an Early Career Teacher, although experienced teachers would also be considered

We are looking for an enthusiastic and committed main scale teacher to join our dedicated, friendly team.

We are a small primary school, based in rural Northamptonshire, working in partnership with Polebrook CE Primary as part of The Rutland Learning Trust.

This teacher will be placed with a mixed class of Year 3 and 4. This is an exciting opportunity for the right candidate to develop their knowledge and skills in a forward thinking, creative and vibrant school, as we embark on the next stage of our whole school development journey. Some leadership opportunities may be available for experienced candidates.

The Rutland Learning Trust is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### **Job details**

**Salary:** Main Scale

**Hours:** Full Time

**Contract type:** Permanent

**Reporting to:** Executive Headteacher

**Closing date:** Wednesday 21<sup>st</sup> May 2025

**Interview date:** Thursday 22<sup>nd</sup> and Friday 23<sup>rd</sup> May Mornings only

**Please contact the school for a tour and further information as soon as possible.**

### **Main purpose**

Teachers make the education of their pupils their first concern and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

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**

- Plan and teach well-structured lessons to assigned classes, following the school's plans, 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
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

### **Health, safety and discipline**

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

### **Professional development**

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

### **Communication**

- Communicate effectively with pupils, parents and carers

### **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school

- Develop 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
- Be responsible for reading and completing any documents required such as: Declaring pecuniary Interests, completing KCSIE documents, update disqualification by association – annually, attend Safeguarding and Prevent updates and training, read and sign all relevant policies, read and sign all generic risk assessments

## Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

## Person specification

CRITERIA	QUALITIES
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful primary teaching experience</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Ability to build effective working relationships with pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> </ul>

## Notes:

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

**Last review date:** 1<sup>st</sup> April 2022

**Next review date:** 1<sup>st</sup> September 2022

**Headteacher/line manager's signature:**

---

**Date:**

---

**Postholder's signature:**

---

**Date:**

---