

# Clifton-Upon-Teme Primary School

## Job description: Key stage 2 classroom teacher



### Job details

**Salary:** £32,916 - £45,392 per annum

**Hours:** Full time

**Contract type:** Permanent

**Reporting to:** Headteacher

### 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' Standard

### 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, to support the school's vision and values
- To lead curriculum subjects to ensure the small school ethos is fully supported
- 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
- Work with the staff to support the strong community focus for our school

#### 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

- Ensure any health and safety issues are raised to the Headteacher

## **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate
- To ensure all annual training is completed within the specified timeframe.

## **Communication**

- Communicate effectively with pupils, parents and carers
- To work positively with any member of the governing body

## **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
- To work with the cluster groups for the development of key subject coordinator areas.

## **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
- To actively support the local community with the school at the hub

## **Safeguarding**

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the class and school

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 or line manager.

## Person specification

| CRITERIA                             | ESSENTIAL  | DESIRABLE  |
|--------------------------------------|--|--|
| <b>Qualifications and experience</b> | <ul style="list-style-type: none"> <li>a. Qualified teacher status</li> <li>b. Degree</li> <li>c. Successful primary teaching experience with a minimum of 3 years</li> </ul>  | <ul style="list-style-type: none"> <li>d. Teaching experience across the primary age range</li> </ul>  |
| <b>Skills and knowledge</b>          | <ul style="list-style-type: none"> <li>e. Knowledge of the National Curriculum for all year groups with strong understanding of key stage 2</li> <li>f. Knowledge of effective teaching and learning strategies</li> <li>g. A good understanding of how children learn</li> <li>h. Ability to adapt teaching to meet pupils' needs</li> <li>i. Ability to build effective working relationships with pupils</li> <li>j. Knowledge of guidance and requirements around safeguarding children</li> <li>k. Knowledge of effective behaviour management strategies</li> <li>l. Good ICT skills, particularly using ICT to support learning</li> <li>m. Commitment to teaching approaches which encourage all children to give their best irrespective of ability, gender, ethnic or social background <ul style="list-style-type: none"> <li>1) Full commitment to close home school partnership as a key to effective learning</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>2) Application of current assessment procedures to enhance children's learning</li> <li>n. Application of current assessment procedures to enhance children's learning</li> <li>o. An understanding of phonics teaching and children's reading development</li> <li>3) Commitment to active learning approaches which involve pupils' first-hand experience where possible</li> </ul> |
| <b>Personal qualities</b>            | <ul style="list-style-type: none"> <li>p. A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>q. High expectations for children's attainment and progress</li> <li>r. Ability to work under pressure and prioritise effectively</li> <li>s. Commitment to always maintaining confidentiality</li> <li>t. Strong commitment to safeguarding and equality</li> </ul>  | <ul style="list-style-type: none"> <li>4) Self-motivated and hard working</li> <li>5) Ability to work with others and contribute to a team approach</li> <li>6) Establishes a positive working relationship with children, staff and parents</li> </ul>  |