



WESTCOUNTRY SCHOOLS TRUST JOB DESCRIPTION

Job Title:	Classroom Teacher / English Subject Leader / Senior Leadership Team
Location:	Across the Trust (based at Boringdon Primary School currently)
Grade:	MPS / UPS + TLR2a (for English Leadership role)
Hours:	FTE 1.0
Reports to:	Mr Matt Stace, Headteacher

Class Teacher

The Classroom Teacher supports the effective operation of the Trust and works to uphold and promote its vision and values.

To deliver the highest quality of teaching & learning through being an effective Teacher who challenges and supports all pupils to achieve their best by:

- Inspiring trust and confidence in pupils and colleagues
- Building team commitment amongst pupils and colleagues
- Engaging and motivating pupils
- Analytic thinking
- Taking positive action to improve the quality of pupils' learning

Duties and Responsibilities

- Take responsibility for a class or classes of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the school's professional code of conduct.
- Deliver and administer statutory and non-statutory assessments.
- Teach a class or classes of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- Promote the school's visions, aims and values.
- Contribute to constructive teambuilding amongst teaching and non-teaching staff, parents and governors.
- Be willing to take part in wider school life.
- Bring initiative, energy and drive to the team.

This job description provides a general reflection of the main duties and responsibilities of the post at the date of production. You may be expected to take on other reasonable activities deemed to be within the character of the post to assist in efficient service delivery. The duties may change over time as requirements and circumstances evolve without changing the general character of the post or level of responsibility.

- Have high expectations of every child from their given starting points.
- Refuse to allow disadvantage to be a barrier to their children's achievements.
- Have secure subject knowledge in the primary curriculum.
- Contribute to the improvement of the school through INSET and development of resources.
- Be immersed in our inclusive nature as a school and recognise/appreciate the needs of our children and community.
- Preparing and contributing to Trust wide development by sharing best practice and professional feedback.
- To assist with the production and analysis of regular reports on activity for use at management meetings and feedback, as appropriate for the role.
- To maintain designated databases / files in accordance with Trust policies for data governance, as appropriate for the role.
- To comply with and promote all Trust policies, including Safeguarding, Health and Safety, and Equality & Diversity.
- To act in accordance with, and actively promote, all Trust policies, including Safeguarding, Health and Safety and Equality & Diversity.
- To participate in Continuing Professional Development (CPD relevant to the role and to engage in Performance Development Reviews (PDRs).
- Preparing and contributing to Trust wide development by sharing best practice and delivering/receiving professional feedback.
- To retain confidentiality and maintain data and/or files in accordance with Trust policies for data governance, as appropriate for the role.

English Subject Co-ordinator Duties and Responsibilities

- To develop and implement policies and practices which reflect the school's commitment to high achievement through effective teaching and learning.
- To have an enthusiasm for the subject which motivates and supports other staff and encourages a shared understanding of the contribution the subject can make to all aspects of pupils' lives.
- To use relevant school, local and national data to inform targets for development and further improvement for individuals and groups of pupils.
- To develop plans for the subject which identify clear targets, times-scales and success criteria for its development and/or maintenance in line with the school development plan.
- To monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes.
- To use your own class as an example of high-quality teaching and learning in the subject.
- To ensure continuity and progression in the subject by supporting colleagues in choosing the appropriate sequence of teaching and teaching methods and setting clear learning objectives through an agreed scheme of work, developed in line with the school development plan.

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- To establish clear targets for achievement in the subject and evaluate progress using appropriate assessments and records and regular yearly analysis of this data.
- To evaluate the teaching of English by the monitoring of teachers' plans and through work analysis, identify effective practice and areas for improvement, and take appropriate action to improve further the quality of teaching.
- To ensure that teachers are aware of the implications of equality of opportunity which the subject raises.
- To enable all teachers to achieve expertise in planning for and teaching the subject through example, support and by leading or providing high quality professional development opportunities.
- To ensure that the Headteacher is well informed about policies, plans, priorities and targets for the subject and that these are properly incorporated into the school development plan.
- To support the Headteacher by maintaining efficient and effective management and organisation of learning resources, by developing or identifying new resources including ICT applications to the subject.
- To support the Headteacher by maintaining efficient and effective management of the expenditure for the subject.
- To help colleagues to create a stimulating learning environment for the teaching and learning of the subject.
- To take on any additional responsibilities which might from time to time be determined.

Specific role requirements for 2026/27

- **To teach a class of Year 6 children**
- **Act as a member of the Senior Leadership Team within the agreed terms of reference.**
- **Advise, and support the Headteacher in the strategic development of the school and act as a 'critical friend'.**
- **To act as the English Subject Leader, supporting the development of the subject across the school and staff personal capabilities.**
- **To manage, monitor and review the budgets allocated to English and the library through school budget share and standards funds, liaising with the Headteacher to ensure effective deployment of funding, resources and staff.**

PERSON SPECIFICATION

E = Essential, D = Desirable

Method of Assessment The table indicates the possible method/s by which the skills/knowledge/level of competence in each area will be assessed.	Essential or Desirable	Application Form	Interview (or other selection activity)
Qualifications:			
Qualified teacher status	E	X	
Experience of working at primary level	E	X	X
Experience of KS2	E	X	X
Knowledge, Skills and Abilities			
Sound knowledge of National Curriculum	E		X
Knowledge of effective teaching and learning strategies and ability to demonstrate strategies to motivate and inspire	E	X	X
Ability to create & build effective working relationships with pupils, parents and the community	E	X	X
Demonstrate knowledge of safeguarding and child protection responsibilities	E	X	X
Knowledge of effective positive behaviour management techniques	E	X	X
Able to use ICT effectively	E	X	X
Personal Qualities			
Commitment to getting the best outcomes for all pupils	E	X	X
High expectations for children's attainment and progress	E		X
Ability to work under pressure and prioritise effectively	D		X
Show willingness to contribute to the whole school community, in and out of the classroom	E	X	X
Energetic and positive with new ideas	D	X	X
Displays warmth, care and sensitivity to pupils	E		X
Clear understanding and support for the ethos and values of our school	E	X	X
Ability to work harmoniously with the existing Boringdon Team	E		X
Values-based Behaviours			
Compassion: Recognising need in others and acting with positive intention to promote well-being and improve outcomes	E		X

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Aspiration: Works to high expectations, modelling the delivery of high-quality outcomes Showing passion, persistence and resilience in seeking creative solutions to strive for continuous improvement and excellence	E		X
Integrity: Acting always in the interests of children and young people Acting with a consistent and uncompromising adherence to strong moral and ethical principles Communicating with transparency and respect, creating a working environment based on trust and honesty	E		X
Collaboration: Creating a shared vision and working effectively across boundaries in an equitable and inclusive way to skilfully influence and engage others	E		X
Further Requirements:			
Satisfactory written references & health report	E		X
Clear enhanced DBS check	E		X

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