



Information Pack / Person
Specification
Teacher
March 2026

	Essential	Desirable	Assessed by
Qualifications	<ul style="list-style-type: none"> Qualified Teacher Status 	<ul style="list-style-type: none"> Evidence commitment to further professional development 	Application form
Experience	<ul style="list-style-type: none"> Whole class teaching experience in Primary Experience and knowledge of managing behaviour positively 	<ul style="list-style-type: none"> Evidence of engaging successfully with all stakeholders (parents, governors, local community) 	Application form and references
Knowledge and Understanding	<ul style="list-style-type: none"> Understanding of the importance of integrating 'Assessment for Learning' into daily practice A secure knowledge and understanding of the Primary curriculum Understanding of effective teaching and learning strategies Knowledge of the monitoring, assessment, recording and reporting of pupil progress 		Application form, references and interview



Professional Skills	<ul style="list-style-type: none">• Excellent communication skills• Ability to work effectively in a team• Ability to use ICT for teaching, learning and record keeping		Application form, references and interview
Professional and Personal Qualities	<ul style="list-style-type: none">• Dedicated team player• Good sense of humour and ability to maintain perspective• Uses initiative• Possesses integrity		Application form, references and interview

JOB DESCRIPTION

MAIN DUTIES	
Strategic Duties	<ul style="list-style-type: none">• To help develop and promote the aims of the school and the agreed policies.• To be aware of Equality issues, and promote Equal Opportunities throughout the school.• To contribute to the whole school's planning activities.• To contribute to the Academy Development Plan.
Teaching	<ul style="list-style-type: none">• To identify clear teaching and learning objectives and specify how they will be taught and assessed• To teach children according to their educational need, including the setting and marking of work.• To assess, record and report on the attendance, progress, development and attainment of pupils and to keep such records as required.• To undertake assessment of pupils as requested by external bodies and school procedures.• To mark and give written/diagnostic feedback as required.• To provide, or contribute to, oral and written assessments, reports and references relating to individual children and groups of children.• To undertake a designated programme of teaching.• To ensure a high quality learning experience for pupils which meets internal and external quality standards.• To prepare and update teaching materials and resources.• To use a variety of delivery methods which stimulate learning, appropriate to the needs and demands of the pupils.• To manage behavior positively and in line with the school's behaviour policy.• To encourage good practice with regard to punctuality, standards of work and homework.• To ensure effective and efficient deployment of classroom support.• To work as a member of a team and to contribute positively to effective working relations within the school.



Pastoral	<ul style="list-style-type: none">• To promote the general progress and well-being of individual pupils and to the class as a whole.• To encourage pupils' full attendance at school and their participation in other aspects of school life.• To evaluate and monitor the progress of pupils and keep up to date pupil records as may be required.• To contribute to the preparation of Learning Plans, progress meetings and other reports.• To be aware of Child Protection issues and alert appropriate staff to problems experienced by pupils.• To communicate, as appropriate, with the parents/carers of pupils and with external agencies concerned with the welfare of individual pupils, after consultation with appropriate staff.• To contribute to PSHE and citizenship according to school policy.• To apply the behaviour management systems so that effective learning can take place.• To lead assemblies or collective worship occasionally.
Staff Development	<ul style="list-style-type: none">• To take part in the school's staff development programme by participating in arrangements for further training and professional development.• To continue personal development in the relevant areas including subject knowledge and teaching methods.• To engage actively in the Performance Management Review process.• To participate in a programme of development training in accordance with current school policies.

Resources	<ul style="list-style-type: none"> • To contribute to the process of the ordering and allocation of equipment and materials. • To assist in identifying resource needs. • To co-operate with other staff to ensure a sharing and effective use of resources.
Other specific duties	<ul style="list-style-type: none"> • To play a full part in the life of the school community, to support the school's aims and mission. • To promote the ethos of the school and to encourage staff and pupils to do so. • To comply with the school's Health and Safety Policy and undertake risk assessments as appropriate. • To undertake any other duty as specified by the headteacher not mentioned in the above.
<p>Staff will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.</p>	
<p>March 2026</p>	