

Long Wittenham Primary School



Job Description – Teacher

Salary Scale: M1-6

1. General Responsibilities:

i) The education and welfare of the designated class, in accordance with the requirements of:

- The current School Teachers Pay and Conditions Document
- The National Curriculum
- The aims, objectives and schemes of work of the school
- Any policies of the Governing body
- Health and Safety guidelines

To include:-

- Plan, organise and maintain a learning environment appropriate to the developmental needs and interests of children in your class
- Deploy TAs
- Develop and maintain effective communication links and partnership with parents of the children in the class
- Provide within the setting a balanced, structured curriculum paying due regard to current research on how children learn.
- Motivate children in their learning and establish a consistent, stable relationship with them. There is an expectation of the teacher to present a model of clear communication and develop an enabling and helpful style
- Encourage pupils to develop independence and self-motivation.
- Have a clear commitment to equality of opportunity for all children
- Make provision for children with special educational needs, with reference to the SEN Code of Practice
- Make provision for children for whom English is an additional language
- Assess children's attainment throughout the year in line with school schedule, establishing clear system for collection of data and evidence.
- Take responsibility for personal professional development
- Liaise with appropriate support agencies such as health visitors, social workers
- Take part in school activities and meetings when appropriate
- Liaise with partnership schools and be part of the partnership network
- Work within a team for subject coordination and leadership

ii) Sharing in the corporate responsibility for the discipline and well-being of all pupils in the school

2. **Health and Safety:**

Teaching staff:

- Produce health and safety risk assessment guidance and documentation as appropriate especially in Art, Design & Technology, ICT, Science, PE and off-site school trips and activities
- Ensure all hazardous equipment and materials are appropriately marked, assessed, maintained and used by a competent person.
- Complete risk assessments and review procedures periodically
- Annually undertake personal training needs analysis
- Check that pupils are aware of health and safety issues and that these are being continually reinforced

All employees:

- Cooperate with health and safety requirements.
- Report all defects on the maintenance forms and return them to the office.
- Complete and action risk assessments for all potentially hazardous on/off site activities.
- Use, but not misuse things provided for their health, safety and welfare.
- Do not undertake unsafe acts.
- Inform Headteacher of any "Near-Misses".
- Are familiar with the emergency action plans for fire, first aid, bomb, security and off site issues.
- Raise health, and safety and environmental issues with pupils.

3. **Safeguarding:**

- Have due regard for safeguarding and promoting the welfare of children and young people.
- Follow all associated child protection and safeguarding policies as adopted by the school/local authority (LA).
- To uphold and promote British Values.

This job description may be updated at any time after discussion with you but in any case will be reviewed before start date.

To whom responsible:

Headteacher

Date:

Signed

Headteacher:

Teacher:

Long Wittenham CofE PRIMARY SCHOOL

PERSON SPECIFICATION / SELECTION CRITERIA – Teacher



	Essential (E) or Desirable (D)	Evidence in Application (A) or Interview (I)
Education/Qualifications/Training		
Recognised Teaching Qualification (QTS)	E	A
Show evidence of being a reflective practitioner and a lifelong learner	E	A/I
Experience		
Ability to demonstrate relevant experience	E	A/I
Ability to demonstrate an approach and attitude towards teaching and school life which is consistent with school aims and values	E	I
Show evidence of forming supportive and caring relationships with pupils, promoting their independence and raising their self-esteem and confidence	E	A
Strengths as a specialist in other areas	D	A
Knowledge/Skills/Aptitudes		
An understanding of the ethos of a Church of England school	D	A/I
Communicate enthusiasm about teaching and working with children	E	I
Ability to show highly developed organisational skills	E	I
Show an ability to, and demonstrate an understanding of the importance of motivating children, creating a good working atmosphere and promoting a positive attitude towards good behaviour	E	A/I
Have high expectations of the children and plan activities that are challenging and stimulating	E	I
Show a high level of skill in communicating with pupils and adults	E	I
Enthusiasm to lead in a curriculum specialism, depending on stage of career development	D	A/I
Good understanding of safeguarding children	E	I