



## Primary School: Job Description and Person Specification

<b>Position Title</b>	Classroom Teacher
<b>Reporting to</b>	Principal
<b>Hours</b>	Full-Time
<b>Salary</b>	Teacher Pay Scale

**This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below.**

### **Summary of Role:**

- To contribute to the provision of high-quality Teaching and Learning for Primary aged children, ensuring maximum success for all.
- To be a role model for the school community and raise levels of pupil achievement.
- Our teachers must possess the skills and understanding to accelerate the progress and raise the achievement of all our children. They should be excellent classroom practitioners who are committed to providing high quality learning experiences for all children, possess high levels of emotional intelligence and a desire to continually improve their practice.

The role will require travel to Trust educational settings and offices as directed.

### **Main Duties and Responsibilities:**

- Working closely with school leaders and members of the SLT to ensure that the visions and cooperative values are effective and pertinent to all aspects of school life.
- Working closely with the partner teacher through regular communication and shared responsibilities to ensure that the class have consistently high-quality teaching and provision.
- Maintaining a thorough and up-to-date knowledge of the teaching of relevant subject(s) and take account of wider curriculum developments which are relevant to the day-to-day work. Being an outstanding practitioner, carrying out the functions of a teacher in accordance with the Teacher Standards and the stated aims and objectives of the Trust.
- Supporting help develop the school's policies and actively promote high levels of achievement at all stages. Planning lessons/activities and sequences of lessons to meet pupils' individual learning needs and using a range of strategies to ensure effective teaching/tutoring, behaviour and classroom management. Working in partnership with the leadership team to monitor the success of the teaching of the curriculum and manage areas for improvement.
- Ensuring there is a close match between the learning experiences offered and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.



- Maintaining an attractive and stimulating classroom environment and contribute to making the whole school environment stimulating. Making appropriate educational provision for children with SEMH, with support from the SENDCO.
- Maintaining assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy, regularly using the school's tracking system for assessment.
- Ensuring good order and discipline among pupils and safeguard their health and safety, doing everything possible to safeguard and promote the welfare of students/pupils/children in the School/Trust. Working with the DSL and the Deputy DSL to ensure safeguarding is promoted.
- Developing and maintaining effective relationships with parents, colleagues, the governing body and the local community and ensuring effective links are made with support services.
- Taking responsibility for professional development and use the outcomes to improve teaching (and tutoring) and students' learning.

### **Data Protection / General Data Protection Regulations Compliance**

The Privacy Notice sets our general principles in relation to Data Protection and the General Data Protection Regulations. You should also abide all Trust policies relating to the use of data including but not limited to:

- Acceptable Use Policy
- Records Retention Policy
- Personal Data Breach Procedure
- Employee Code of Conduct
- E-safety Policy
- Social Media Policy
- Use of Personal Devices Policy

Our Privacy Notice for Employees explains how we use your personal data.

You should note that a duty of confidentiality applies to all personal data seen prior to the first day of employment (for example, pupil lists for the purposes of lesson planning or other activities to support teaching and learning). This reflects the custom and practice of those contracts of employment starting on the first day of term while recognising the need to be aware of and plan to support pupil needs.

The conditions of employment of teachers in the School Teachers' Pay and Conditions of Service Document apply to this post. Teachers must abide by the Teachers' Standards throughout their career. Teachers (and staff appointed under Teaching Staff Terms and Conditions) must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.



## Person Specification:

Criteria	Essential	Desirable
Professional Qualifications and Learning	<ul style="list-style-type: none"> <li>• Good Degree</li> <li>• Qualified Teacher Status (QTS)</li> </ul>	<ul style="list-style-type: none"> <li>• Training for the whole primary age range.</li> <li>• First Aid Training</li> </ul>
Experience	<ul style="list-style-type: none"> <li>• Teaching experience in Primary Key Stages and proven ability as a classroom practitioner.</li> <li>• Ability to provide a stimulating and challenging classroom environment for all pupils.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and experience of personalised learning.</li> <li>• Experience of working with and supervising other adult support within the classroom (teaching assistants, parent helpers, students).</li> <li>• Experience of leading a team.</li> </ul>
Leading, Learning and Teaching	<ul style="list-style-type: none"> <li>• Knowledge and understanding of a broad, balanced and relevant curriculum.</li> <li>• Excellent behaviour management skills.</li> <li>• A secure understanding of the processes by which children learn.</li> <li>• Ability to differentiate the curriculum to meet the needs of all achievers.</li> <li>• Competent in the use of ICT across the curriculum especially in relation to supporting planning and assessment, and the use of whiteboard technology.</li> <li>• Understanding and use of assessment to inform future teaching and learning.</li> <li>• Competent in the use of observational assessment to inform further learning.</li> <li>• A willingness to work on one or more curriculum areas.</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of a whole school approach to improvement and raising standards.</li> <li>• Familiarity with the SEND Code of Practice.</li> </ul>



	<ul style="list-style-type: none"><li>• To be able to work creatively and sensitively with children.</li></ul>	
Additional	<ul style="list-style-type: none"><li>• Displays commitment to the protection and safeguarding of children and young people.</li><li>• Up to date knowledge and understanding of relevant legislation and guidance in relation to the protection and safeguarding of children and young people</li><li>• A highly professional approach to their work.</li></ul>	<ul style="list-style-type: none"><li>• The desire for further career progression.</li><li>• Ability to effectively lead a team and work collaboratively with parents/carers.</li><li>• Able to manage time effectively.</li></ul>

Dartmoor Multi Academy Trust is an equal opportunity employer.

All schools in The Dartmoor Multi Academy Trust are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

You will have undertaken an Enhanced Disclosure via the Disclosure Barring Service (DBS).