

School Job Description

School

Southroyd Primary School

Post Title

KS1 or KS2 Class Teacher

GRADE

MPS/UPS

Post Ref**Post(s) to which directly responsible**

Key stage leader

Purpose of job

To facilitate and encourage learning which enables students to achieve high standards; to share and support the corporate responsibility for the well-being, education and discipline of all students.

The Job Description should be read alongside the range of professional duties of Teachers as set out in Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the Teaching Standards for qualified teachers and uphold these standards in addition to the professional code of the National College for Teaching and Leadership for England.

Responsibilities**Teaching and Managing Pupil Learning**

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Establish a safe and stimulating environment for pupils rooted in mutual respect, ensuring due regard to KCSiE guidance.

Planning and Setting Expectations/Pupil Achievement

- Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
- Set appropriate and demanding expectations for pupils' learning and motivation. Set clear targets for pupils' learning, building on prior attainment.
- Identify pupils who have special educational needs and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs).

Assessment and Evaluation

- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Use information systems & technology effectively to track progress & manage profiles.
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- Understand the demands expected of pupils in relation to EYFS & National Curriculum, KS1 & 2.

Relationship with Parents and the Wider community

- Prepare and present informative reports to parents.
- Provide opportunities to develop pupils' understanding by relating their learning to real and work-related examples, recognising that learning takes place outside the school context.
- Liaise with agencies responsible for pupils' welfare.

Manage Own Performance and Development

- Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.
- Share corporate responsibility the implementation of school policies and practices.
- Set a good example to the pupils they teach in their presentation and their personal conduct.
- Evaluate their own teaching critically and use this to improve their effectiveness.
- Implements and follows school's child protection policies and procedures.

Managing and Developing Staff and Other Adults

- Establish effective working relationships with professional colleagues including, where applicable, associate staff.
- Have an excellent understanding of managing teaching assistants in early years.

Managing Resources

- Select and make good use of books, ICT and other learning resources which enable teaching objectives to be met.
- To ensure promotion and support of Equal Opportunities and Health & Safety
- To undertake other duties that are commensurate with the post

Relationships

The postholder will be required to work flexibly to deliver an efficient Service.

There will be regular contact with pupils, colleagues, other members of staff, line managers and internal and external customers.

Physical Conditions

The post is currently based at Southroyd Primary School, Pudsey, Leeds.

Demonstrate a commitment to safeguarding and promoting the well-being of all children in line with school's policy and national guidelines. Be vigilant for safeguarding concerns and report these asap to the DSL.

Our school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to an enhanced Disclose and Barring Service check. We will be carrying out an online search as part of their due diligence on the shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which the school might want to explore with the applicant at interview.

The school operates a non-smoking policy.

Economic conditions

Grade: MPS/ UPS

Conditions of Service: Teachers Terms & Conditions apply

Prospects

Promotion

Whilst there is no automatic progression to any more senior posts, opportunities do exist for advancement and promotion, dependent upon normal staff movements and on the capabilities of the individual post holder.

Training

The school encourages training both "in-house" and external to meet the needs of the individual and of the Service.

EMPLOYEE SPECIFICATION:

Detailed below are the types of skills, experience and knowledge that are required of applicants applying for the post. The 'Essential Requirements' indicate the minimum requirements, and applicants lacking these attributes will not be considered for the post. The points detailed under 'Desirable Requirements' are additional attributes to enable the applicant to perform the position more effectively or with little or no training. They are not essential, but may be used to distinguish between acceptable candidates.

SKILLS	Ess	Des	MOA
High level of written, oral and communication skills	*		A,I
High level of organizational and planning skills	*		A,I
An excellent classroom practitioner	*		A,I
Work effectively as part of a team, relating well to colleagues, pupils and parents	*		A,I
Ability to investigate, solve problems and make decisions	*		A
Management of people and resources	*		A
Able to use own initiative and motivate others	*		A
Ability to demonstrate high level ICT skills in personal and educational situations including profile & assessment management tools	*		A,I
Ability to relate to and empathise with pupils and to develop trusting and respectful relationships with them	*		A,I
Ability to offer expertise in a specific subject or area		*	A,I
Commitment to an involvement in extra-curricular activities.		*	I
Evidence of sharing in and contributing to the life of the school.		*	A,I

KNOWLEDGE/PROFESSIONAL DEVELOPMENT	Ess	Des	MOA
Knowledge of evidence based teaching methods	*		I
Evidence of and commitment to continuing professional development	*		A
Excellent subject knowledge of the primary curriculum - esp in English and Maths	*		I
Effective use of ICT to support learning	*		I
The national curriculum requirements as regards assessment, recording and reporting of pupils' attainment and progress.	*		A,I
Full working knowledge of relevant polices/codes of practice/legislation	*		A,I
Knowledge of curriculum and expectations		*	A

Understanding of the implications of the Code of Practice for Special Educational Needs for teaching and learning		*	I
Deep subject knowledge, passion and expertise in a subject area and capacity to lead others - preference geography and sustainability		*	

LEADERSHIP	Ess	Des	MOA
As the lead professional in the classroom show an ability to advise and support other staff	*		I
Establish clear expectations and constructive working relationships in your own classroom through team working and mutual support; devolving responsibilities and delegating tasks where appropriate.	*		I
Plan, allocate, support and evaluate work undertaken by other staff in the classroom.	*		I
Capacity to inspire and lead sustainability in school and with Leeds Partners		*	
Willingness and ability to lead an area of the curriculum		*	I

DISPOSITION AND ATTITUDE	Ess	Des	MOA
Positive and optimistic attitude towards School Improvement	*		I
Friendly , approachable			
Open-minded and receptive to new ideas, approaches and challenges	*		I
Places high priority on effective team working and works easily and comfortably with others	*		I
Evidence of sharing in and contributing to the life of the school – extra curricula, residential, community events etc,		*	I
Enjoys being with children & values their voice in their learning.	*		

ANY ADDITIONAL FACTORS	Ess	Des	MOA
To plan assess and work collaboratively with a teaching partner	*		A,I
Ability to think creatively and encourage creativity in children	*		A,I
Commitment to personal, social, health and citizenship education	*		A,I
High expectation of self and children	*		A,I
A clear commitment to inclusion demonstrated in practice	*		A,I
Flexible, enthusiastic, positive, resilient and adaptable	*		A,I
Be able to motivate and inspire children to achieve the highest standards	*		A,I
Be willing and enthusiastic in supporting the school to engage in the wider community	*		A,I
Willingness and ability to contribute to the culture and practice of vigilance regarding Safeguarding.	*		A,I
Understanding of and commitment to our values	*		A,I
Passionate , informed and inspirational leadership of sustainability		*	

METHOD OF ASSESSMENT(MOA)

A = Application Form
I = Interview

