



Maternity Cover Primary Teacher

Job Description & Person Specification

August 2026

Responsible to:

Headteacher

Purpose of the role:

To deliver first-class teaching and learning so all our pupils leave with the knowledge and skills to thrive and make a positive impact on society.

Teaching and Learning Responsibilities

- In accordance with the school's curriculum, plan and deliver high quality lessons which are appropriate to the age and ability of the pupils to facilitate progression across KS1 and/or KS2.
- Provide clear structures for lessons and for sequences of lessons, which maintain pace, motivation and challenge.
- Contribute to the development of the curriculum and support the collective work of the school.
- Facilitate the exceptional progress of individuals and groups of pupils by ensuring individual needs are planned for and met.
- Help plan and take part in extra-curricular activities to enhance the learning of pupils.
- Monitor, record and report on the progress and achievement of pupils in line with school, and national policies.
- Ensure effective use of formative and summative assessment to inform planning and interventions.
- Provide feedback to pupils that moves learning forward.
- Create a positive learning environment, establishing high expectations of behaviour and attainment and make effective use of available resources.
- Ensure homework is set and monitored according to school policy.
- Evaluate your own teaching critically to improve effectiveness.

General Duties and Responsibilities

- Make an active contribution to implementing the policies and aspirations of the school and Trust.
- To care for the teaching areas and resources used in the school and ensure attention to Health and Safety requirements.
- Set and maintain high expectations for pupil behaviour through consistent use of the behaviour policy both in school and when participating in authorised school activities elsewhere.
- Attend meetings/training/events and carry out administrative tasks as specified in the school calendar.
- Communicate with and report to parents when required.
- Set a good example to pupils, in terms of appropriate dress, standards of punctuality and attendance.
- Fulfil allocated duties within a duty rota.
- Engage fully with the school and Trust professional development offer to fulfil personal potential and contribute to the implementation of the school's goals and improvement plan.
- Report any safeguarding concerns immediately in accordance with Trust processes.

This job description is neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills, and grade.

Person Specification

Education & Qualifications (Application/Certification)	Essential	Desirable
Educated to degree level	✓	
Must hold a recognised Teaching qualification e.g. BED, PGCE	✓	
Must hold Qualified Teacher status (or about to gain QTS)	✓	
Experience (Application/Interview/References)		
Recent Primary Teaching experience	✓	
Experience in leading a curriculum area		✓
Experience of planning, designing, implementing and evaluating a creative curriculum		✓
Experience of writing or supporting the writing of IEPs for different aspects of SEND		✓
Experience of working with pupils with SEND/ EAL and ability to secure good progress for these pupils		✓
Professional Knowledge and Skills (Application/Interview/References)		
Excellent knowledge of the Primary Curriculum	✓	
A solid understanding of how children learn to their full potential	✓	
Understanding and experience of implementing positive and effective behaviour management strategies to create a positive climate for learning	✓	
Exceptional understanding of elements of effective teaching and can evidence where they have secured good progress of pupils		✓
Able to effectively use formative and summative assessment to inform planning and interventions		✓
Demonstrates knowledge and understanding of safeguarding and child protection issues and procedures, including both statutory requirements and best practice	✓	
Knowledge and understanding of the curriculum and assessment requirements at KS1 and/or 2	✓	
Skilled in assessing, recording and reporting on the development, progress and attainment of pupils against targets		✓
Attributes (Application/Interview/References)		
Committed to supporting and working with others as part of a team	✓	
Demonstrates passion and enthusiasm for driving improvements to maximise pupils' life chances	✓	

High level of communication skills both orally and in writing	✓	
Committed to delivering an inclusive learning experience for all pupils and overcoming barriers to learning and achievement	✓	
Ability to manage own work load effectively and respond swiftly to tight dead lines	✓	
Demonstrates excellent interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓	
Personal resilience, persistence and perseverance	✓	
Committed to own continual professional development	✓	
Aware of and committed to equal opportunities	✓	
Committed to the Mowbray Education Trust values and aims	✓	
Other		
Understands and actively promotes the benefits of diversity within the Trust	✓	
Is fluent in the use of the English language	✓	

Mowbray Education Trust ~ Children first