# KS2 Teacher Job description

**General Duties and Responsibilities**

To fulfil the duties and responsibilities for teachers contained in the most recent Pay and Conditions Document and the national standards for teachers 2022. These duties are equally binding and form the basic employment conditions for all teaching staff. Copies are available from the Headteacher on request.

# Purpose of the Job

To enable children to achieve to the best of their ability through high quality teaching, learning and curriculum provision within a strong Christian ethos.

**Reporting to:** Head teacher

# Whole School

* Promote the aims of the school and implement all whole school policies proactively.
* To show commitment to the school’s Christian identity
* To follow the equal opportunities policy and be proactive in its implementation.
* Build team commitment with colleagues both in the classroom (with TAs) and outside the classroom (e.g. curriculum teams, phase group).
* Work positively with a wide range of cultural, ethnic and social groups.
* To actively promote and safeguard the welfare of pupils.
* To accept joint responsibility with colleagues for the school environment, especially public areas.
* To be a member of a curriculum team taking responsibility (according to experience) for aspects of development.
* To contribute and show commitment to the development of the school’s extracurricular provision.

# Teaching and Learning

* Provide children with quality learning experiences delivered through quality teaching. Plan, prepare and deliver lessons within the school’s framework based on the National Curriculum, Foundation Stage Guidelines.
* Cater for the wide range of needs ensuring inclusion and success for each child. Take the lead responsibility for managing, coordinating and building on any additional support or interventions for individual children.
* Track pupil progression (individuals and groups) using available data, actively engaging in pupil progress review. Keep meaningful records and monitor performance against targets.
* To apply the principles of assessment for learning in particular giving quality feedback to children and using information gathered to inform planning.
* Use a range of strategies to ensure that children are focused on learning including behaviour management. Proactively develop children’s socialisation skills.
* Maintain and enhance class environments to facilitate learning.
* Devise means of ensuring the efficient and responsible use of resources and equipment at all times.
* Display pupil’s work in an attractive, informative and interactive way to promote learning.

# Colleagues

* To establish and maintain good relationships with colleagues and to model these for the pupils. Be sensitive to colleagues needs and feelings.
* Plan with and contribute to the work of year group teams.
* Communicate effectively with class teachers and teaching assistants to ensure all relevant information is shared e.g. assessments, behaviour issues, communication with parents
* Treat all colleagues equally and collectively support new team members.

# Parents

* To establish and maintain good relationships with parents – being honest and constructive.
* Be available to and welcome parents in a confident and professional way.
* Report to parents in line with whole school policy and National requirements.

# School Development

* Actively participate in professional development, keeping up to date with current developments in primary education. To share information and implement improvements.
* Be active as a learner within the school setting e.g. participating in peer coaching and CPD opportunities and acting on advice given.
* Participate in the appraisal of your performance.
* Be part of a school improvement team and with support from senior leader contribute to the team in its delivery of its School Improvement Plan.

# Other clauses:

1. The above responsibilities are subject to the general duties and responsibilities contained in the Teachers Pay and Conditions document (TPCD).
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the head teacher.
5. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
6. Post holder may deal with sensitive material and should maintain confidentiality in all academy related matters.

# Safeguarding

**St Luke’s Primary School is committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. An enhanced DBS (Disclosure and Barring Service) with barred list check will be required.**

# Person specification

**Notes for the Candidates**

The person specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advertisement and will also be used in the shortlisting and interviewing process for the post. Those categories marked 'S' will be used especially for the purposes of shortlisting. Only those applicants who meet these requirements will be shortlisted.

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| **Education and Qualifications** | * Qualified teacher status | S S |
| **Experience** | * Minimum 2 years successful teaching experience (strong ECTs will be considered) | S |
| **Knowledge and understanding** | Thorough knowledge and understanding of:   * excellent primary practice * the requirements of primary curriculum and of how standards can be raised * equal opportunities issues and the implementation of equal opportunities policy * inclusion and how this impacts on children * high expectations of pupils’ in terms of educational outcomes and their behaviour | S S  S |
| **Skills and abilities** | Candidates will be expected to demonstrate the ability to:   * be a highly effective class teacher understanding how to bring about exciting and meaningful learning * raise the standards of pupils’ attainment and secure progress towards their targets * track progression, organise and implement a range of strategies to ensure a child makes progress * communicate effectively and accurately in a variety of contexts and at the level necessary for the post * deal with children with warmth, care and understanding and yet set clear and appropriate boundaries for behaviour * motivate, work with and relate positively to colleagues and parents * work positively with a wide range of cultural, ethnic and social groups * work effectively as part of a team * have excellent ICT skills to support the learning of pupils at the primary level | S S  S  S |
| **Self-management / personal qualities** | Candidates will be expected to demonstrate that:   * s/he can maintain a sense of proportion. Plan, organise and prioritise workload * s/he is highly motivated and committed * s/he can use own initiative, set realistic goals, | S S |

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|  | work towards them and monitor progress   * s/he has the desire to continue learning for themselves | S |
| **Commitments** | * To show a commitment to working in a Church of England Primary School and an understanding of our role in serving our community. * understand the importance of Equal Opportunities as a pivotal policy within the school and be able to demonstrate a commitment to this * understand the importance of promoting and safeguarding the welfare of pupils * implementing the aims and values of the school * has a view of education that has as its focus raising achievement within a caring environment * promoting and managing as appropriate, those policies and initiatives that are part of the school improvement plan | S S S |