



# Stottesdon C. of E. Primary School and Nursery

The Shropshire Gateway Educational Trust



## **Job description: Teacher**

### **Job details**

**Salary:** TBC

**Hours:** Fulltime

**Contract type:** Permanent

**Reporting to:** Assistant Headteacher and Headteacher

### **Main purpose**

The teacher will:

- > Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document (STPCD).
- > Meet the expectations set out in the Teachers' Standards
- > Take specific responsibility and accountability for the day-to-day teaching of allocated class groups
- > Assist in the smooth running of the school at all times

### **Duties and responsibilities**

#### **Teaching**

- > Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- > Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- > Adapt teaching to respond to the strengths and needs of pupils
- > Set high expectations that inspire, motivate and challenge pupils
- > Promote good progress and outcomes by pupils
- > Demonstrate good subject and curriculum knowledge
- > Participate in arrangements for preparing pupils for external tests
- > Demonstrate best practice in subject / Key stage, using engaging strategies to boost classroom engagement
- > Show knowledge of whole subject / Key stage curriculum, including latest developments
- > To contribute to extra curricular activities actively and effectively supporting the school ethos

#### **Teaching and learning responsibility**

- > Use professional skills and judgements
- > To provide guidance for other teachers, including training, support and advice to improve school practices
- > Improve and maintain standards in subject area and across the school, with demonstrable changes for pupils outside of their own classroom or group of pupils
- > demonstrate up-to-date knowledge of sector trends and developments
- > Review curriculum as required, highlight areas where teaching can be broadened and attainment improved, and providing information to the Headteacher or others as required
- > Contribute to being the voice of your subject across the school

#### **Whole-school organisation, strategy and development**

- > Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- > Make a positive contribution to the wider life and ethos of the school

- > Work with others on curriculum and pupil development to secure co-ordinated outcomes
- > Ensure teaching and learning within your subject / Key stage is aligned with school ethos, identifying any procedural issues and providing workable solutions
- > Ensure whole school values are represented and understood

#### **Pastoral support, behaviour and attitudes, health and safety**

- > Promote the safety and wellbeing of pupils
- > Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- > Monitor and support the welfare, health & safety (including acting as a first aider), and safeguarding of children.
- > Support the school's pastoral system across the school, within the year group, class and with individual pupils. Take prompt, effective action to support the development of self esteem.
- > Maintain the positive Christian ethos and core values of the school, both inside and outside the classroom.

#### **Professional development**

- > Take part in the school's appraisal procedures
- > Take part in further training and development in order to improve own teaching
- > Where appropriate, take part in the appraisal and professional development of others
- > Take part in professional development within your subject / key stage, sharing ways to improve subject teaching with others.
- > Lead other teachers in maintaining subject knowledge and latest pedagogical developments

#### **Communication**

- > Communicate effectively with pupils, parents and carers
- > Communicate effectively with staff and outside agencies as appropriate (consultants, advisers, early help, social services etc.)

#### **Working with colleagues and other relevant professionals**

- > Collaborate and work with colleagues and other relevant professionals within and beyond the school
- > Develop effective professional relationships with colleagues

#### **Personal and professional conduct**

- > Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- > Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- > Understand and act within the statutory frameworks setting out their professional duties and responsibilities

**The teacher will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.**

Please note, this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

This job description may be amended at any time in consultation with the postholder.

## Person Specification Stottesdon CofE Primary School

Post Title: Class teacher	Essential	Desirable
<b>Qualifications</b>		
Educated to degree level	✓	
Qualified teacher status	✓	
Evidence of professional development and a commitment to further professional development	✓	
<b>Experience</b>		
Will have experience of good or outstanding teaching through previous posts or trainee placements	✓	
Outstanding classroom practice, with a breadth of experience across the whole primary range		✓
<b>Professional Knowledge and Understanding</b>		
Good knowledge of curriculum requirements	✓	
Knowledge and understanding of a particular curriculum area they could lead and develop across the school		✓
Knowledge and evidence of application of effective teaching and learning strategies	✓	
Knowledge and evidence of application of effective behaviour management strategies	✓	
A good understanding of how children learn and an ability to adapt teaching to meet pupils' needs (including familiarity with writing and delivering effective provision maps for SEND)	✓	
Experience of preparation for national assessments e.g. Y1 phonics, Y4 MTC, Y6 Sats		✓
Knowledge of legislative guidance and requirements e.g. around safeguarding children, health and safety, equal opportunities and SEND	✓	
<b>Professional Skills and Abilities</b>		
Ability to build effective working relationships with pupils	✓	
Good IT skills, including previous use of various school management systems and how to make good use of computing to raise standards with pupils	✓	
Effective communication and interpersonal skills (orally and written) with a variety of stakeholders	✓	
Willing and enthusiastic about engaging parents in order to encourage their close involvement in the education of their children	✓	
Ability to build effective working relationships with staff and other stakeholders	✓	
<b>Personal Qualities</b>		
High expectations for all pupils and belief in bringing out the best in all	✓	
Commitment to upholding and promoting the ethos and values of the school	✓	
Commitment to always act with integrity, honesty, loyalty and fairness to safeguard the assets, financial integrity and reputation of the school	✓	
Ability to work under pressure and prioritise effectively	✓	
Commitment to maintaining confidentiality at all times	✓	
Commitment to equality	✓	
Self motivated and able to seek/act upon support/advice	✓	