

Job Description and Person Specification Teacher (Key Stage 1 and Key Stage 2)

Role and Context	
Job Title	Teacher
Salary Grade	Main Pay Scale 1-6
Reports to	Academy Headteacher
Job Purpose	To carry out the professional duties of a teacher as circumstances may require and in accordance with the Trust's policies under the direction of the Academy Headteacher.
Other Information	<p>This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained at Appendix A. This job description should be read in conjunction with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained within Parts XI and XII of the School Teachers' Pay & Conditions Document.</p> <p>The post holder may be required to move about between Trust academies as required by the Academy SLT of Trust Executive Board.</p>
Principal Accountabilities	
<p>The post holder must <u>at all times</u> adhere to the Teachers' Standards 2012 (amended from time to time) as a minimum level of practice.</p> <p>Areas of Responsibility and Key Tasks</p> <p>1. Planning, Teaching and Class Management</p> <p>Teach allocated pupils by planning their teaching to achieve progression of learning through:</p> <ul style="list-style-type: none"> • identifying clear teaching objectives and specifying how they will be taught and assessed; • setting tasks which challenge pupils and ensure high levels of interest; • setting appropriate and demanding expectations; 	

- setting clear targets, building on prior attainment
- identifying SEN or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
 - making effective use of assessment and ensure coverage of programmes of study;
 - ensuring effective teaching and best use of available time;
 - maintaining discipline in accordance with the academy / Trust's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
 - using a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - ii. select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
 - ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
 - evaluating own teaching critically to improve effectiveness;
 - ensuring the effective and efficient deployment of classroom support
 - taking account of pupils' needs by providing structured learning
 - opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
 - encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
 - using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.

2. Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically and keep records to
- check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- undertake assessment of pupils as requested by examination bodies, departmental and academy / Trust procedures;
- prepare and present informative reports to parents.

3. Curriculum Development

- Have lead responsibility for a subject or aspect of the academy's work and develop plans which identify clear targets and success criteria for its development and / or maintenance;
- contribute to the whole academy's planning activities.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description may be amended at any time following discussion between the head teacher and the employee.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status 	<ul style="list-style-type: none"> • A degree or equivalent. • Higher degree qualification, post graduate courses
Experience	<ul style="list-style-type: none"> • Evidence of participation in INSET. • Classroom teaching experience across KS 1 and / or KS2 (as appropriate) • Experience of managing teaching resources 	<ul style="list-style-type: none"> • Evidence of curriculum leaderships across the school age range. • Evidence of leadership CPD or experience • Experience of managing and /or coordinating staff
Skills/Knowledge	<ul style="list-style-type: none"> • Knowledge of the Education Acts and other relevant legislation. • OFSTED awareness • Awareness of current developments in education and the implications of these. • Practical understanding of effective teaching and learning strategies. • Understanding of actions to be taken to promote racial harmony and prepare pupils to live in a culturally diverse society. 	<ul style="list-style-type: none"> • Recent experience of an OFSTED inspection and its follow up. • Understanding of conduct of teacher appraisal • Involvement in school improvement work. • Understanding of how to set targets • Experience of planning the curriculum across KS1 and / or KS2 (as appropriate) • Understanding of the role which can be played and the community in raising standards



	<ul style="list-style-type: none">• Awareness of strategies to raise pupil achievement, manage behaviour and prevent racism.• Understand the planning of the National Curriculum, including assessment, recording and reporting.• Experience of working with parents to support their children’s learning• Able to manage support staff in the classroom• Able to establish and develop good relationships with all involved in the school• Ability to communicate effectively in writing and orally• Competent in the use of ICT• A commitment to inclusive education and willingness to respond to the needs of individual learners• Commitment to their own development• Commitment to equality of opportunity• Commitment to race and gender equality and social inclusion	<ul style="list-style-type: none">• Ability to implement changes and monitor impact• Commitment to the schools wider community• A positive and energetic approach to work• Flexible and approachable Resilient under pressure• An understanding of the way schools can promote values and a moral code.• Understanding of the needs to promote positive role models
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General Information

All work performed/duties undertaken must be carried out in accordance with the Trust’s policies and procedures, within legislation, and with regard to the needs of our stakeholders and the community we serve.

Post holders will be expected to be flexible in their duties and carry out any other duties commensurate with the role, as requested by management.