**KS2 TEACHER**

Job Description

***This job description is written in accordance with:***

* The provisions of the School Teachers’ Pay and Conditions Act (2018)
* Each annually updated School Teachers Pay and Conditions Document
* Conditions set out in the Job Description in conjunction with the schools agreed “Appraisal Policy” where the Governing Body has determined the structure and procedures for the performance review of the teachers at this school
* Commitment related to the directed hours of 1265 hours as a minimum working time

|  |
| --- |
| **Job Purpose** |
| * To be an exemplary class room practitioner, demonstrating in the stimulating environment and climate for children to learn
* To have excellent classroom management and organisational skills and be firmly committed to Quality First teaching and learning
* To display vision and demonstrate initiative in leading a cross-phase team with drive and energy
* To co-ordinate a whole school approach to developing effective conditions for learning
* Follow the school’s policy and procedures for safeguarding pupils.
 |
| **Leadership and Management** |
| * To articulate a clear vision of the curriculum and the standards to be achieved for all children
* To support staff with planning and marking to ensure high expectations are

 met across the year group * To play a leading role in driving standards across the designated year group, including monitoring, evaluating and challenging effective teaching and learning across the year group and to ensure that effective practice is demonstrated by all practitioners and be able to discuss this with SLT
* Supporting their team in organising statutory, standardised and teacher assessments
* Tracking the progress for all pupils in the phase (including pupils being supported through interventions)
* To be a point of contact for team members when dealing with difficult situations
* Liaise with staff in other key stages and settings to facilitate transition

Management* To work with the Senior Leadership Team in the review, development and maintenance of the school’s Behaviour Policy
* Ensure that school systems adhere to the data protection
* Meeting with parents /carers at various points through the day to discuss issues related to their child
 |
| **Teaching** |
| * Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
* Ensure the Diocesan policy on Religious Education is fulfilled.
* Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
* Be accountable for the attainment, progress and outcomes of pupils’ you teach
* Be aware of pupils’ capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn
* Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
* Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject)
* Include arrangements for the daily act of collective worship and the spiritual life of the school.
* Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners’ progress and levels of attainment
* Make accurate and productive use of assessment to secure pupils’ progress
* Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
* Use relevant data to monitor progress, set targets, and plan subsequent lessons
* Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
* Participate in arrangements for examinations and assessments within the remit of the *School Teachers’ Pay and Conditions* *Document*
 |
| **Behaviour and Safety** |
| * Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
* Manage classes effectively, using approaches which are appropriate to pupils’ needs in order to inspire, motivate and challenge pupils
* Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
* Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
* Have high expectations of behaviour, promoting self control and independence of all learners
* Carry out playground and other duties as directed and within the remit of the current *School Teachers’ Pay and Conditions* *Document*
* Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures
 |
| **Team Work and Collaboration** |
| * Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
* Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
* Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
* Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
* Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
* Cover for absent colleagues within the remit of the current *School Teachers’ Pay and Conditions* document
 |
| **Fulfil Wider Professional Responsibilities** |
| * Work collaboratively with others to develop effective professional relationships
* Deploy support staff effectively as appropriate
* Communicate effectively with parents/carers with regard to pupils’ achievements and well-being using school systems/processes as appropriate
* Develop and maintain a positive relationship with the parish community
* Promote a positive image of the school in accordance with the Mission Statement
* Communicate and co-operate with relevant external bodies
* Make a positive contribution to the wider life of the school by promoting understanding of the mission, aims and ethos of the school.
* Maintain effective relationships with other schools in matters of common concern.
 |
| **Safeguarding and Child Protection** |
| * Act as a source of support, advice and expertise within school when deciding whether to make a referral by liaising with relevant agencies.
* Ensure all staff have induction training covering child protection and are able to recognise and report any concerns immediately as they arise.
* Ensure each member of staff has access to and understands the school’s Safeguarding Policy especially new or part time staff who may work with different educational establishments.
* Ensure that detailed accurate written records of all cases, referrals and concerns are made and kept securely.
* Liaise with other DSLs to inform them of any issues and ongoing investigations.
 |
| **Professional Development** |
| * Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils’ progress, attainment and well being, refining your approaches where necessary responding to advice and feedback from colleagues
* Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
* Proactively participate with arrangements made in accordance with the latest Appraisal Regulations.
 |
| **Emotional Context**  |
| * From time to time members of the school team may have to deal with situations/incidents which are emotionally upsetting. Support will be provided in these situations from Senior Leadership Team and the school DSLs
* Supervision and support from the Mental Health Support Team as required
 |
| **Other** |
| The post holder will be expected carry out any other duties as are within the scope, spirit and purpose of the job, commensurate with the grade. The post holder will be expected to actively follow Telford & Wrekin Council policies, including those such as Equal Opportunities, Human Resources, Information Security and Code of Conduct etc. The post holder will be expected to maintain an awareness and observation of Fire and Health & Safety Regulations. |

We will ensure, so far as is reasonably practicable, that no disabled applicant is placed at a substantial disadvantage. This person specification includes what we believe are fully justifiable essential and desirable selection criteria. Provided that the selection criteria unconnected with the disability are met, we will make ALL reasonable adjustments in order that someone with a disability can undertake the duties involved.

|  |  |
| --- | --- |
| **Type of criminal records checks required for this post** | **Ticked as required** |
| None |  |
| Basic Disclosure |  |
| Standard Disclosure |  |
| Enhanced Disclosure | P |
| Working with Adults - Regulated Activity |  |
| Working with Children - Regulated Activity |  |

Information on types of criminal records checks is available at:

<https://www.gov.uk/disclosure-barring-service-check>