



**Job Title:** Primary School Teacher

**Responsible to:** SENCO

## **SECTION 1 - GENERAL TEACHING DUTIES**

To maintain and build upon the standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.

### **Teaching & Learning**

1. To work with SEN staff and support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
2. To manage pupil learning through effective teaching in accordance with the Department's schemes of work and policies which you have adapted.
3. To ensure continuity, progression and cohesiveness in all teaching.
4. To use a variety of methods and approaches to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils.
5. To set homework regularly, (in accordance with the School homework policy), to consolidate and extend learning and to encourage pupils to take responsibility for their own learning.
6. To work effectively as a member of the Department team to improve the quality of teaching and learning.
7. To set high expectations for all pupils, to deepen their knowledge and understanding and to maximise their achievement.
8. To use positive management of behaviour in an environment of mutual respect which allows pupils to feel safe and secure and promotes their self-esteem.

### **Monitoring, Assessment, Recording, Reporting, and Accountability**

1. To be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge.
2. To contribute towards the implementation of IEPs. ECHP & One-Plans particularly the planning and recording of appropriate actions and outcomes related to set targets.
3. To assess pupils' work systematically and use the results to inform future planning, teaching and curricular development.
4. To be familiar with statutory assessment and reporting procedures and to prepare and present informative, helpful and accurate reports to parents.
5. Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.

### **Subject Knowledge & Understanding**

1. To have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for examination courses.
2. To keep up to date with research and developments in pedagogy and the subject area.



## **Professional Standards & Development**

1. To be a role model to pupils through personal presentation and professional conduct.
2. To arrive in class, on or before the start of the lesson, and to begin and end lessons on time.
3. To cover for absent colleagues as is reasonable, fair and equitable.
4. To co-operate with the employer in all matters concerning Health and Safety and specifically to take reasonable care of their own Health & Safety, and that of any other persons who may be affected by their acts or omissions at work.
5. To be familiar with all the School's policies,
6. To establish effective working relationships with professional colleagues and associate staff.
7. To strive for personal and professional development through active involvement in the School's appraisal system and performance management procedures.
8. To be involved in extra-curricular activities such as making a contribution to after-school clubs and visits.
9. To maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children.
10. To liaise effectively with parent/carers and with other agencies with responsibility for pupils' education and welfare.
11. To undertake any reasonable task as directed by the Head of Department.
12. To be aware of the role of the Governing Body of the School and to support it in performing its duties.
13. To train in basic first aid.
14. To be familiar with and implement the relevant requirements of the current SEN Code of Practice.
15. To consider the needs of all pupils within lessons (and to implement specialist advice).

**N.B:** Every subject teacher will be expected to have pastoral responsibilities - detailed separately.



## Teacher– Person Specification

Qualifications
<ul style="list-style-type: none"><li>• NQT, QTS, GT status fulfilling all National Standards for Teachers</li><li>• Relevant Degree</li><li>• Primary School Training Teacher</li></ul>
Knowledge & Understanding
<ul style="list-style-type: none"><li>• Sound knowledge of teaching in a primary school, ideally with year groups 2,3,4</li><li>• Experience of teaching students with SEN would be desirable.</li><li>• Willingness to keep up to date in subject knowledge and national developments</li><li>• Ability to plan and teach effectively using a variety of strategies</li><li>• Excellent interpersonal skills with both adults and children</li><li>• Willingness and ability to work as part of a team</li><li>• Ability to communicate effectively both verbally and in writing</li><li>• Models behaviour expected of students and colleagues</li><li>• Ability to prioritise and organise own work.</li><li>• Ability to work effectively to a high standard, on occasion, under pressure, meeting deadlines</li><li>• Understanding of how children &amp; adults learn and effectively apply their learning</li><li>• Appreciates the value of consistent discipline and use of school protocols and systems</li><li>• Knowledge of health and safety procedures and their application</li></ul>
Aptitudes
<ul style="list-style-type: none"><li>• To have a 'can do' philosophy</li><li>• To be committed to personal development</li><li>• To enjoy working with young people</li><li>• To be flexible, energetic, adaptable and have the ability to use initiative</li><li>• To identify and develop opportunities</li><li>• To carry out professional duties in a positive, helpful and courteous manner.</li><li>• To have high aspirations and expectations for their students and themselves.</li><li>• Committed to raising standards and continuous improvement.</li><li>• To be dedicated to the success of the students, their teams, the school and themselves.</li><li>• Willingness to contribute to other areas of school life</li></ul>
Communication Skills
<ul style="list-style-type: none"><li>• Ability to communicate clearly and take into account, where appropriate, the views of others</li><li>• Effectively communicate orally and in writing to a range of audiences, especially parents</li></ul>
Self Management Skills
<ul style="list-style-type: none"><li>• Excellent ability to plan time and organise work effectively</li><li>• Prioritise and manage time and tasks</li><li>• Work under pressure and meet deadlines</li><li>• Be self motivating and set challenging personal goals</li></ul>
School Ethos



# THURSTABLE SCHOOL

- Ability to support and help develop a vision for high quality education which promotes spiritual, moral and cultural development
- Ability to ensure that the school atmosphere is welcoming and that parents are encouraged to take an active part in the life of the school and their child's education
- Develop a strong positive ethos for the year group and lay foundations for future years.