

JOB DESCRIPTION AND PERSON SPECIFICATION

Job Title	Primary Teacher	Location	Wroughton Academies
Salary	M1 - UPR3 £32,916 - £51,048 (pro rata)	Hours	6.5 hours (0.2 FTE), 52 weeks
Department	Teaching	Reports To	Assistant Headteacher

JOB PURPOSE:

To be responsible for achieving the best possible standards in work and conduct for all pupils in the class, and to promote and safeguard the welfare of all pupils within the school.

KEY RESPONSIBILITIES AND DUTIES:

The Role

- All Teachers are required to carry out the duties of a school teacher as set out in the current 'School Teachers' Pay and Conditions Document' and all Teachers job descriptions are linked to the DfE Teachers' Standards 2012. Teachers' work performance will be assessed against the Teachers' Standards as part of the performance management process.
- Set high expectations which inspire, motivate, and challenge pupils.
- Promote good progress and outcomes by pupils. Be aware of pupils' capabilities and prior knowledge. Plan teaching to build on these, demonstrating knowledge and understanding of how pupils learn.
- 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, and to underpin good quality teaching and learning.

Principal Duties and Responsibilities

- Monitor the personal and social development, health, and welfare of each pupil in the class.
- Have a thorough knowledge of all pupils in the class through data provided, and contact with pupils, parents, and staff colleagues as appropriate.
- Be aware of the relevant curriculum for all pupils in the class and monitor the academic progress of pupils through their reports, studies, grades, and contact with other teachers.
- Encourage and be aware of the involvement of pupils in the school's extracurricular activities.

Subject and Curriculum Knowledge

- Maintain a secure up-to-date knowledge of relevant subject areas through participation in training and development opportunities identified by the school or as an outcome of the appraisal process.
- Deliver the curriculum as relevant to the age and ability of the pupils.
- Set appropriate homework in line with school policy and the homework timetable.
- Support the development of pupils' reading, writing, mathematics, and communication skills through the curriculum.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English at all times.

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Lesson Planning and Teaching

- Contribute to the development of schemes of work.
- Engage in short, medium, and long term planning of lessons and sequences of lessons.
- Demonstrate a clear understanding of appropriate teaching strategies relevant to the age and abilities within the group.
- Plan and undertake enrichment and extension activities where possible to consolidate and extend the knowledge and understanding pupils have acquired.

Meeting the Needs of Pupils

- Monitor the progress of groups to close any gaps between them.
- Teach appropriately differentiated lessons which will enable pupils of lower ability to engage with the subject and learn effectively.
- Challenge and stretch pupils of higher ability.

Accurate and Productive Assessment

- Use formative and summative assessment opportunities to maximise pupils' progress.
- Use relevant data to monitor progress, set targets, set homework, and plan subsequent lessons.

Behaviour Management for Learning

- Implement whole school strategies to support behaviour for learning.
- Carry out morning, afternoon, and break-time duties as directed.
- Establish a framework for discipline with a range of strategies using praise, sanctions, and rewards consistently and fairly.
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively as necessary.
- Be a positive role model and consistently demonstrate the positive attitudes, values, and behaviour which are expected of pupils.
- Promote and safeguard the welfare of all pupils within the school, raising any concerns in accordance with the school's protocols and procedures.

Wider Professional Responsibilities

- Support the school's Initial Teacher Training activity as appropriate.
- Take opportunities to develop professionally and share good practice to develop consistently high standards of teaching and learning.
- Work collaboratively with our partner schools to support pupils' transition.
- Facilitate the work of support staff to enhance pupils' progress.
- Work collaboratively with parents and carers to support pupils' progress.
- Support pupils to develop wider key skills.
- Uphold all school and Creative Education Trust policies.
- Attend and actively participate in meetings.
- Make a positive contribution to the wider life and ethos of the school.

JOB REQUIREMENTS:

	Essential	Desirable
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QUALIFICATIONS	<ul style="list-style-type: none"> • Qualified Teacher Status. 	<ul style="list-style-type: none"> • Master's degree in Education.
EXPERIENCE	<ul style="list-style-type: none"> • Experience of working across EYFS, Key Stage 1, or Key Stage 2. • A good concept of recent curriculum changes. 	<ul style="list-style-type: none"> • Experience in two different Key Stages.
KNOWLEDGE AND UNDERSTANDING	<ul style="list-style-type: none"> • Understanding of the National Curriculum for EYFS, KS1, and/or KS2. • Good awareness of Phonics (e.g. Read, Write, Inc.). • Knowledge of relevant policies/codes of practice and awareness of legislation. • Ability to monitor pupils' responses to learning and provide detailed and regular feedback on pupils' achievements/progress. • Ability to relate well to children and adults. • Work constructively as part of a team, understanding classroom roles and responsibilities, and your own position within these. • The ability to use an imaginative range of teaching strategies to promote high expectations and high levels of challenge in the classroom. • The ability to plan for progression in learning, using intervention as necessary. • The ability to use assessment for learning to improve teaching and learning as well as to assess and record student progress. • The ability to establish a safe and purposeful working atmosphere that supports learning and in which students feel secure and confident. • The ability to make use of technology to develop 	<ul style="list-style-type: none"> • Experience of Cusp curriculum. • Experience of Read to Write.

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	<p>teaching resources as well as to enrich the curriculum.</p> <ul style="list-style-type: none"> • A commitment to make a positive difference to children and young people. • A commitment to working collaboratively within the faculty. 	
SKILLS AND PERSONAL ATTRIBUTES	<ul style="list-style-type: none"> • Confident and efficient in managing classes and behaviour. • Focused on ensuring all children make progress. • Ability to relate to young people and adults in an empathetic manner. • Demonstrable experience of building effective relationships. • Demonstrates resilience, motivation, and commitment to driving up standards of work and achieving excellence. • Ability to respond swiftly and effectively to the unexpected. • Excellent communication skills, both orally and in writing, e.g. letters and reports. 	<ul style="list-style-type: none"> • Demonstrate an absolute commitment to CPD within the last 12 months.
CREATIVE EDUCATION TRUST VALUES	<p>All colleagues are expected to demonstrate the Creative Education Trust values in their work by:</p> <ul style="list-style-type: none"> • Empowering Ambition: Supporting personal growth, innovation and high performance. • Championing Equity: Promoting fairness, inclusion and high expectations for every student. • Unlocking Opportunity: Helping create access to knowledge, experiences and networks that broaden horizons. <p>These values should be evident in how the post-holder works, collaborates and contributes to the wider Trust community.</p>	
EQUAL OPPORTUNITIES	A demonstrable commitment to supporting and promoting safeguarding, student welfare, equality and diversity	
SAFEGUARDING	A thorough understanding of up-to-date safeguarding requirements and best practice	
OTHER REQUIREMENTS	High expectations for every pupil and a proven track record of making a difference to the learning and experiences of pupils inside and outside the classroom.	

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Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake relevant safeguarding checks in line with Government safer recruitment guidelines.

