

## **Role Profile**

All teachers will fulfil the duties and requirements set out in part 7 of the School Teachers' pay and Conditions Document, Contractual framework for teachers, and the Annex on Teachers' Standards.

### **Key responsibilities**

- To teach primary section pupils
- To play a key role in developing curriculum and resources
- To teach classes from Nursery to Year 6
- To liaise closely with primary section class teachers
- To liaise closely with secondary section teachers
- To be a member of the primary section teaching team
- To work collaboratively with primary section teachers to plan lessons, curriculums and resources
- To plan to ensure coverage of the curriculum in the subjects taught through long, medium and short-term planning, clear teaching objectives and content (appropriate to the subject and children's needs) and specifying how these will be taught and assessed
- To incorporate cross-curricular skills in teaching wherever appropriate including links with ICT
- To use a range of teaching strategies which sustain children's motivation and enthusiasm
- To monitor pupil progress, ensuring secure teacher assessments inform pupil grouping and interventions effectively
- To assess how well learning intentions have been achieved and to plan future lessons and parts of lessons accordingly
- To provide timely feedback to children so that they are aware of their next steps and to plan accordingly
- Ensure that reporting is timely, accurate and effective
- To develop positive, strong relationships with pupils to support outstanding behaviour for learning
- To establish an environment in which children feel secure and confident
- To identify and plan for children who have particular needs (for example Special Educational Needs) and know where to get help, if needed.
- To manage the work of other adults in the learning spaces to enhance the learning opportunities for the children
- To engage effectively with parents and carers regarding pupil progress
- To run an extra-curricular club

### **Generic responsibilities**

- Being a highly effective teacher
- Being a positive and dynamic role model for other members of the staff team
- Sharing responsibility for the school's standards and achievement, including pupil progress and the drive to improve outcomes
- Playing an active part in the life of the school through meetings and high visibility to pupils, staff and parents, including at assemblies and meetings

- Willingness to take part in coaching and mentoring
- Contributing to the School Improvement Plan and school self-evaluation
- With SLT colleagues, raising expectations and promoting the school positively with all stakeholders
- A thorough understanding of inclusion and safeguarding requirements
- To ensure you have a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, issued under the School Teachers' Pay and Conditions Act 1991 and your legal liabilities and responsibilities according to the Race Relations Act, the Sex Discrimination Act, the Health and Safety Act, your duty to ensure children's welfare and safety on and off school premises if appropriate, your role in protecting children from abuse and appropriate physical contact (including restraint).
- To establish effective working relationships with colleagues
- To set a good example, through your personal and professional conduct, to the children you teach
- To take responsibility for your own continuous professional development
- To follow all school policies and practices
- To take part in team curriculum development

## **Key Accountabilities**

The postholder is line managed by the Assistant Headteacher (primary section).

*The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment*

**Person Specification**  
**Trainee Teacher – Primary Section**

<b>Essential</b>	<b>Desirable</b>
<p><b>Qualifications:</b>                      Recognised teaching qualification or working towards one</p>	<p>Track record of additional CPD</p>
<p><b>Experience:</b>                      Experience of working as part of a team</p>	<p>Experience of teaching in a primary school                      Experience of working in partnership with children and families with diverse needs                      Experience of working collaboratively with a range of professionals</p>
<p><b>Professional Development:</b>                      Excellent subject knowledge in a range of subjects                      Excellent knowledge of the primary national curriculum and its requirements                      Excellent knowledge of a range of teaching methods and strategies which result in high levels of progress                      An ability to evaluate pupil performance with reference to the requirements of the National Curriculum                      Excellent understanding of how children's learning is affected by their physical, emotional, intellectual and social development                      Sound knowledge of safeguarding procedures and of Keeping Children Safe in Education                      Knowledge of effective ways of working with parents and carers                      Excellent knowledge of health and safety requirements</p>	<p>Knowledge of effective ways of working with parents and carers</p>
<p><b>Personal qualities:</b>                      Kind                      Able to build excellent relationships with pupils and their parents                      Ambitious to take further leadership responsibilities                      Hardworking, smart and reliable role model                      Resilient, diligent and persistent when problem solving                      Very well-organised                      A positive and dynamic approach to school life                      Reflective and thoughtful with skills of critical analysis                      Ability to build and maintain positive relationships with a wide range of staff                      Flexible and creative in the management of change                      Commitment to equality of educational opportunity for all children</p>	<p>High level of self-reflection skills</p>