



JOB DESCRIPTION

Teacher of KS1 or KS2

REPORTS TO:	Executive Head Teachers / Headteachers / Heads of School of all phases.
PAYSCALE:	UQT 1 to Mainscale 1 (£18,844 to £25,543 per annum)
LOCATION	Magna Carta Primary Academy, Stansted
TERMS:	You will be required to meet the general requirements of this post as specified in the School Teachers' Pay and Conditions Document. In addition, you will be required to fulfil any reasonable expectations from the Executive Head Teachers, Head Teachers and Heads of School.
CONTRACT:	Permanent, Full Time

PURPOSE OF THE JOB

- Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct.
- Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

Liaison with:

- The post-holder is also expected to liaise and interact with Pupils, Parents, Co-educators, Teachers, Headteachers, Head of school and Assistant CEOs.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

This list is not exhaustive, but includes:

Specific Responsibilities

- Be responsible for the learning and achievement of all pupils in the class and ensuring equal opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils

Main Expectations of the role

A Teacher must:

- Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching.
- Evaluate their own teaching critically to improve effectiveness
- Have a secure knowledge of the relevant curriculum area, foster and maintain pupils' interest in the subjects, and address misunderstandings.
- Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.
- Keep up to date with the national developments in teaching practices and methodology
- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements.
- Impart knowledge and develop understanding through effective use of lesson time.
- Provide clear structures of lessons maintaining pace, motivation and challenge
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- Prepare and present informative reports to parents in the form of an annual written report

Additional duties

- To play a full part in the life of the School community, to support its distinctive mission and ethos and to encourage staff and students to follow this example.

Other specific duties:

- To continue personal development as agreed.
- To assist with the carrying out of risk assessments as appropriate
- To ensure that Health and Safety policies and procedures are followed
- To actively engage in the performance review process.
- To undertake any other duty as specified by the Executive Head or Head of School not mentioned in the above
- To be aware of and work in accordance with the school's child protection policies and procedures, and to raise any concerns relating to such procedures which may be noted during the course of duty.

- To be aware of the responsibilities of all staff to protect personal data under the GDPR, work in accordance with the school's data protection policy and to ensure that any suspected data loss or theft is reported immediately, as directed

General responsibilities common to all members of staff

All staff are responsible for the safeguarding and wellbeing of pupils and must follow BMAT guidance and policies.

BMAT Directors are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share in this commitment.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post-holder.

Person Specification – Teacher of KS1 <u>or</u> KS2			
		Essential	Desirable
Qualifications and documentation	1. Honours Degree 2. Qualified Teacher Status 3. Enhanced DBS and validated references 4. Eligibility to work in the UK 5. Evidence of further professional development relevant to the post. 6. First Aid Qualification	✓ ✓ ✓ ✓	✓ ✓
Experience	1. Experience of successful teaching within the age range for which the applicant is applying 2. Experience in tracking and monitoring student progress. 3. Experience of parent/carer consultation meetings 4. Experience of using positive behaviour management strategies effectively 5. Experience of planning and managing the work of classroom support staff	✓ ✓ ✓	✓ ✓
Knowledge	1. Good knowledge of Microsoft Office 2. Knowledge of the SEND code of practices 3. An understanding of the expectations Ofsted Framework regarding effective teaching and learning. 4. Understanding of assessment and how it can best be used to extend children's learning 5. Understanding of safeguarding requirements 6. Knowledge of current procedures and strategies for raising standards	✓ ✓ ✓ ✓ ✓	✓
Skills / Competencies	1. Good numeracy/literacy/ICT skills 2. Good communication skills 3. Good organisational skills 4. Ability to relate well to children and adults 5. Ability to work independently 6. Ability to work constructively as part of a team, follow instructions, understand roles and responsibilities 7. Discretion, tact and diplomacy 8. Attention to detail. 9. High quality teaching skills <ul style="list-style-type: none"> high expectations for all and committed to equalities challenge underperformance and supporting improvements 10. be open, honest and firm but fair	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓	
Personal Qualities	Characterised as: 1. Professional working attitude 2. Shows initiative and demonstrates a 'can do'	✓ ✓	

	<p>approach</p> <p>3. Sensitivity to the needs of others</p> <p>4. Flexible and adaptive approach to work</p> <p>5. Reliable and trustworthy</p> <p>6. Committed to safeguarding children</p> <p>7. Values and behaviours suitable for working with children and young people.</p> <p>8. Committed to equal opportunities</p> <p>9. Commitment to the overall success of the school</p> <p>10. Reputation for firm and fair behaviour management.</p> <p>11. Proactive, enthusiastic, optimistic and innovative.</p> <p>12. Reliable and resilient with a strong sense of gravitas.</p> <p>13. Emotionally intelligent and self-aware</p> <p>14. Calm under pressure and flexible in approach.</p> <p>A belief in the ability of children and young people to achieve and to overcome obstacles to their learning.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	
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