

Ashton CEVC Primary School

Job Description



Post Title: Infant Class Teacher – Part Time – Permanent
Responsible to: Head teacher

Job Purpose

To ensure high quality education for all pupils for which you are responsible and accountable and improve the quality of learning and standards of achievement.

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Main Duties and Responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Understand and implement all Safeguarding policies and procedures in relation to working with children and young people.

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Promote the safeguarding of all pupils in the school

Ashton CEVC Primary School

Job Description



Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Deploy resources delegated to them

Other areas of responsibility

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Ashton CEVC Primary School

Job Description



Person Specification

ESSENTIAL	DESIRABLE
Qualifications	
Qualified Teacher Status	Degree Evidence of continuous professional development
Experience	
Successful primary teaching experience	Experience of: Teaching across key stages Teaching in mixed-aged classes Working in partnership with parents Working in a Church of England school
Knowledge and understanding	
<p>Knowledge and understanding of:</p> <p>The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);</p> <p>Statutory National Curriculum requirements at the appropriate key stage;</p> <p>Effective teaching and learning strategies;</p> <p>The monitoring, assessment, recording and reporting of pupils' progress;</p> <p>The statutory requirements of legislation concerning Equal opportunities, Health & Safety and SEND;</p> <p>The positive links necessary within school and with all its stakeholders.</p> <p>A thorough understanding of and commitment to uphold all safeguarding systems and policies.</p>	<p>Knowledge and understanding of:</p> <p>One or more curriculum subjects in depth;</p> <p>Using cross-curricular approaches to learning;</p> <p>Making effective links between schools.</p>
Skills	
Promote the school's aims positively, and use effective strategies to monitor motivation and morale; Ability to adapt teaching to meet pupils' needs	Develop strategies for creating community links. Enthusiasm and ability to use ICT creatively across the curriculum

Ashton CEVC Primary School

Job Description



<p>Develop good personal relationships within a team;</p> <p>Establish and develop close relationships with parents, governors and the community;</p> <p>Communicate effectively (both orally and in writing) to a variety of audiences;</p> <p>Create a happy, challenging and effective learning environment.</p> <p>Ability to lead and support TA's effectively to support children's learning</p> <p>Ability to deal sensitively with staff, parents and pupils</p>	
<p>Personal Characteristics</p>	
<p>A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</p> <p>High expectations for children's attainment and progress</p> <p>Ability to work under pressure and prioritise effectively</p> <p>Commitment to maintaining confidentiality at all times</p> <p>Commitment to safeguarding and equality</p> <p>Approachable</p> <p>Committed</p> <p>Empathetic</p> <p>Enthusiastic</p> <p>Organised</p> <p>Patient</p> <p>Resourceful</p>	