**PERSON SPECIFICATION**

**QUALIFICATIONS AND TRAINING**

* Qualified Teacher Status or EQT status.
* Degree

**EXPERIENCE**

* Successful experience in a primary school
* Experience of planning and evaluating as appropriate, a curriculum which raises achievement for all children.
* Experience of successfully improving outcomes with reading, writing and maths
* Ability to undertake record keeping to a high standard and carry out observations of children and to then use this to inform individual planning.
* Ability to develop positive links with the local community.

An ability to:

* Work effectively as a team member and to take initiative.
* Be receptive to change.
* Work effectively in partnership with families.
* Create an appropriate and stimulating learning environment in which children can be independent learners.
* Liaise with other professionals.
* To work across the primary phase
* To set high standards and provide a role model for staff and students
* Communicate effectively both orally and in writing.
* Acquire new skills and undertake professional development and training.
* Excellent personal ICT skills and a desire to use ICT in the classroom as a learning tool.

**SKILLS/ATTITUDES/KNOWLEDGE/APTITUDES**

* Team-working – work in a positive and co-operative way, learning from others and contributing to the development of the team.
* Caring Effectively – demonstrate sensitivity, respect and kindness towards the school community, ensuring their needs are met within care plans.
* Communicating in writing – able to write clearly and effectively for a range of recipients, demonstrating sound basic literacy skills.

**PERSONAL SKILLS**

* An enthusiastic commitment to primary education and working in partnership with families and other adults.
* An ability to use initiative and be flexible.
* An ability to take an overview.
* An ability to exercise tact and diplomacy.
* A willingness to share curriculum expertise with staff and take on a specific responsibility (once QTS Status gained).
* Commitment to the protection and safeguarding of children and young people, with up to date knowledge of relevant legislation and guidance in relation to working with, and the protection of children and young people.
* Demonstrate a commitment to the school’s Equalities Policies.
* Play a full part in the life of the school community, to support the school ethos.
* Promote actively the school’s policies.
* Willingness to undertake professional development.
* Comply with the school’s Health and Safety policy and undertake risk assessments as appropriate

The postholder will be required to carry out the duties of a school teacher according to the School Teachers’ Pay and Conditions Document, and in the light of the school’s changing needs.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

This job description is reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder’s professional responsibilities and duties.

Please note: Salmestone School is committed to the safety and protection of its students. Safer recruitment checks will be completed as part of the recruitment process. Salmestone is a non-smoking and non-vaping environment.

**Safeguarding**

Have a due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Local Authority.

**Health and Safety**

Work in compliance with the School’s Health and Safety policies and under the Health and Safety at Work Act (1974), ensuring the safety of all parties with whom contact is made, such as members of the public, in premises or sites controlled by the school.

Ensure compliance of procedures are observed at all times under the provision of safe systems of work through safe and healthy environment and including such information, training instruction and supervision as necessary to accomplish those goals. Undertake risk assessments as appropriate.

**Equal Opportunities**

Take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations.

**Data Protection**

When working with computerised systems to be completely aware of responsibilities at all times under the Data Protection Act 2018 for the security, accuracy, and significance of personal data held on such systems. Be mindful of how data is handled and seek consent and guidance from line managers or designated leads before sharing or storing confidential information. Be informed of the data held on you during our recruitment process as explained in the recruitment privacy notice on our website.

**Safer Recruitment Statement**

Salmestone School is committed to the safety and protection of its students. An enhanced DBS check with a barred list check is a condition of employment for this post.