



KS2 Teacher / Phase Lead Job Description

Main 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.

Teacher Role

The Post Holder Shall

Set high expectations which inspire motivate and challenge pupils.

- Teach pupils across the age and ability range.
- Establish clear targets for achievement and evaluate progress through the use of appropriate assessments and take into account analysis of these data.
- Prepare, develop and deliver teaching programmes using materials and techniques which will engage and stimulate pupils of all abilities.
- Give pupils regular feedback, both orally and through accurate marking and encourage pupils to respond to the feedback, reflect on progress and take a responsible and conscientious attitude to their own work and study.

Promote good progress and outcomes by pupils.

- 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.
- 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.

Demonstrate good 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 SLT / school guidance.
- Support the development the 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.

Plan and teach well-structured lessons.

- 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 & extension activities where possible to consolidate and extend the knowledge and understanding pupils have acquired.

Adapt teaching to respond to the strengths and needs of all 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.

Make accurate and productive use of 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.

Manage behaviour effectively to ensure a good and safe learning environment.

- Implement whole school strategies to support behaviour for learning.
- Carry out any breaktime and lunchtime duties as directed.
- 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.

Fulfil wider professional responsibilities.

- Take opportunities to develop professionally and share good practice to develop consistently high standards of teaching and learning.
- 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 the Rivermead Inclusive Trust policies.
- Attend and actively participate in meetings – weekly teacher PDM meetings, school and Trust Twilight training sessions, and Staff Development Days.
- Make a positive contribution to the wider life and ethos of the school.

Phase Lead Role

Along with teaching role (as set out above) the post holder shall:

- Deliver high quality lessons that demonstrate a good example of the teaching standards for teachers working within your phase
- Co-ordinate and liaise with other members of your phase: teachers and support staff – to ensure communication is kept up to date
- Demonstrate how to use resources effectively
- Review and update the School Development Plan, alongside SLT, to ensure school priorities are a focus
- Carry out work scrutiny with SLT to monitor standards of teaching and learning in the subject
- Lead assemblies
- Support and develop staff by offering guidance, modelling best practices and sharing up-to -date knowledge of current educational practices
- Liaise with other phase leads across the school to support with cover and organisation of adult deployment to ensure the best outcomes for the school
- Work alongside the Raising Standard Lead when reviewing and understanding the data outcomes and priorities for the phase
- Organising out of school trips, including adult support, travel, risk assessments, finances
- Attend weekly SLT meetings

Successful Candidate

The successful candidate will need to have:

- QTS status
- Relevant experience in working with primary-aged children, preferably in KS2.
- A proven high standard of both spoken and written English.
- The ability to communicate effectively with children and adults is essential, together with a friendly and approachable manner.

- The successful candidate will be able to work using their own initiative and demonstrate effective behaviour management skills.
- Creativity and passion for learning.
- A thirst for knowledge, high expectations and the ability to inspire and motivate children.
- Dedication to the job and the skills to prioritise the needs of the children in their care.
- Resilience and the ability to be solution focused.

What We Can Offer You

In return, you will join a supportive environment with plenty of personal development opportunities.

Our Staff

All the staff at Hoo St Werburgh Primary School are committed to ensuring that the school keeps its friendly, caring atmosphere whilst ensuring that children develop a broad range of life skills.

We want all the children to become confident, independent learners who show respect for one another and can talk articulately about their feelings and ideas.

Working With Us

Hoo St Werburgh Primary School Primary Academy is a two-form entry village primary school.

Pupils are hard-working and respectful, and parents and carers work closely with us to ensure our pupils receive the best opportunities.

The school is fortunate to have fantastic indoor and outdoor environments to enhance the learning opportunities for the pupils.

The school is an Ofsted Graded 'good' school with strands of outstanding in personal development.

Safeguarding

Hoo St Werburgh Primary School is committed to ensuring the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment.

We adopt a fair, robust, and consistent recruitment process across the school, which is in line with Keeping Children Safe in Education guidance. This includes online checks for shortlisted candidates - you can read more about this in our Recruitment Guidance.

All offers of employment are subject to an Enhanced DBS check, references, and where applicable, a prohibition from teaching check.

Our commitment to equality and diversity: As a Trust, we are passionate about diversity and recognise that as individuals, we all bring something unique to the role regardless of any protected characteristics which is why we treat all our people equally, without compromise.

We are committed to providing equality and fairness throughout our recruitment and employment practices and not discriminating on any grounds.