

Job Description

Post Title: Class Teacher and Key Stage 1 Phase Leader
Responsible to: Headteacher

The Role

- As a member of the Senior Leadership Team, to contribute to establishing the school ethos, vision and values and model to colleagues, pupils and parents.
- To motivate, support and inspire staff through leading Key Stage staff Meetings, mentoring and positive relationships throughout the school including CPD needs.
- To ensure standards within the Key Stage are developed through rigorous monitoring and evaluation.
- To support and challenge colleagues across the whole school in order to improve the quality of teaching and learning.
- To deliver high quality teaching and learning and therefore help children to make excellent academic progress whilst being a role-model for the school.
- To design & deliver an exciting, broad and challenging curriculum that inspires children to engage and achieve.

Key Responsibilities

- To take responsibility for an agreed curriculum area either as lead or as part of a team.
- To take responsibility for the organisation of the school day in the absence of more senior colleagues.
- To attend Senior Management meetings and report back Key Stage evaluations and minutes. The Key Stage managers will report any concerns from the Key Stage at SMT meetings.
- To plan, resource and deliver lessons and sequences of lessons to the highest standard so ensuring high quality learning takes place and children make progress.
- To provide a safe, nurturing and engaging classroom environment that helps children to develop as learners.
- To help to maintain excellent standards of behaviour across the school.
- To contribute to the effective working of the school.

Teaching and Learning

- Enrich the curriculum with trips and visits to enhance the learning experience of all children.
- With direction from the Headteacher and within the context of the school's curriculum and schemes of work, plan and prepare effective teaching schemes of work and lessons.
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment and achievement.
- Use regular school agreed assessments to identify next steps for learners, monitor progress and respond accordingly to the results of school based monitoring.
- Produce/contribute to oral and written assessments, reports and references relating to individual and groups of pupils.
- Ensure that all children achieve at least at age expected levels or, if below level, make appropriate and continuing progress.
- Communicate effectively and consistently with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications.
- Direct and supervise support staff as assigned.

- Implement and adhere to the school's policies & procedures including safeguarding and behaviour management, ensuring the health and well-being of pupils is maintained at all times.

School Culture

- Work as part of the Senior Leadership Team to further the school's values and ethos by contributing to the development and implementation of policies practices and procedures.
- Help create a strong school community, committed to achievement.
- To be active in issues of child welfare and support.
- Support and work in collaboration with colleagues and other professional in and beyond the school as required.

Other

- Undertake, and when required, deliver or be part of the appraisal system and relevant training and professional development.
- Undertake other various responsibilities as directed by the line manager or Headteacher.

Person Specification

Springhead Park Primary School
Class Teacher and Key Stage 1 Phase Leader

Personal Specification:

The Person Specification is related to the requirements of the post as determined by the Job Description. Short listing is carried out on the basis of how well you meet the requirements of the Person Specification. You should refer to these requirements when completing your application. Short listed candidates will be required at interview to complete a variety of activities directly related to the Person Specification, forming an evidence base for the appointment.

Qualifications & Professional Development

Essential

- Evidence of Continued Professional Development
- Qualified Teacher Status
- Degree level education or an equivalent professional qualification

Knowledge, skills & competencies

Essential

- An understanding of leadership, including evidence of some positive impacts within an area that you have led.
- An understanding of teamwork and how to motivate a team towards a shared goal.
- A proven track record of creative and high-quality teaching.
- Thorough knowledge of the whole primary curriculum its organisation and assessment for learning.
- A commitment to and an understanding of the processes of inclusion and equal opportunities in particular knowledge of strategies for SEND and EAL pupils learning.
- A clear understanding of current educational legislation, issues and debates.

Experience

Essential

- Experience of leadership within a school setting
- Experience of supporting a team to achieve a shared goal
- A track record of 'excellence' as a class teacher
- Successful promotion of positive behaviour management strategies
- Successful experience of accelerating rates of pupil progress through the use of accurate assessment of and for learning