



**BRAYTON C OF E PRIMARY SCHOOL**

**TEACHER**

**APPLICANT INFORMATION PACK**



**JOB DESCRIPTION:  
MAIN SCALE TEACHER**

**JOB TITLE:** Class Teacher

**GRADE:** MPS

**RESPONSIBLE TO:** Headteacher

**RESPONSIBLE FOR:** Deployment of support staff allocated (where relevant)

**JOB PURPOSE:** Promote effective learning, appropriate achievement and educational, social and personal progress of all pupils for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.

**KEY RESPONSIBILITIES:**

- 1. Develop and maintain an up-to-date knowledge and understanding of the areas of teaching and pupil support for which post-holder is responsible**
- 2. Plan work to meet the learning needs of allocated pupils in a consistent and effective way**
- 3. Use appropriate teaching and classroom management strategies to motivate pupils and enable each to progress, maintaining excellent standards of behaviour management**
- 4. Monitor the progress of pupils for whom the postholder is responsible to set expectations and give constructive feedback.**
- 5. Maintain appropriate records to demonstrate progress made by pupils**
- 6. Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate**
- 7. Take responsibility for the direction and line management of support staff working within the class**
- 8. Make an active contribution to the policies and aspirations of the school**
- 9. Be responsible for leading a subject of the curriculum**

To fulfil all of the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment of teachers

To fulfil all of the responsibilities and duties required by the School's policies on teaching and learning.

To lead specific aspects of the school's provision, including responsibility for a specific subject (agreed by negotiation and dependant on career stage).

To achieve any performance criteria or targets arising from the School's Performance Management arrangements

The job description will be reviewed annually

**SIGNED .....** **POST HOLDER**

**SIGNED .....** **HEADTEACHER**

**DATE .....**

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed.

[STAR MAT policy is to assess the performance of all new staff during the first 6 months of their contract to determine suitability for continued employment.] *Only applicable to staff joining the school after September 2019.*

Elements of the Job Description may be re-negotiated at the request of either party and with the agreement of both. The post holder may, in addition, be asked to carry out other reasonable duties within the MAT, (which could involve working at other schools), as may be required for the benefit of the school and the students' education and well-being.



**PERSON SPECIFICATION – MPS TEACHER**



**Brayton C of E Primary School**

| <b><u>Selection Criteria</u></b>     | <b><u>Essential</u></b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b><u>Desirable</u></b>                                                                                            | <b><u>How Assessed</u></b>                                             |
|--------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <b><u>Qualifications</u></b>         | Qualified Teacher Status                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Degree                                                                                                             | Application Form<br>Documentary evidence                               |
| <b><u>Experience</u></b>             | Recent experience teaching the relevant age group<br><br>Experience of planning and delivering the primary age range curriculum                                                                                                                                                                                                                                                                                                                                                                                      | Experience of leading a subject<br><br>Working with parents<br><br>Managing support staff                          | Letter Interview                                                       |
| <b><u>Skills &amp; Knowledge</u></b> | Thorough knowledge & understanding of all relevant aspects of national curriculum in relation to the post<br><br>Ability to teach a wide range of subjects<br><br>To be able to use a variety of teaching styles and ICT effectively<br><br>Effective use of Assessment<br><br>Any statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress.<br><br>An understanding of the need for confidentiality of information concerning individuals. | Knowledge of all phases of primary education.<br><br>Ability to contribute to school level curricular developments | Application form/letter of application and interview<br><br>References |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                        |                                              |
|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| <p><b><u>Personal Qualities</u></b></p>       | <p>Committed, self-motivated and enthusiastic</p> <p>Positive and optimistic attitude towards School Improvement and Inclusion</p> <p>Open-minded and receptive to new ideas, approaches and challenges</p> <p>Flexibility</p> <p>Places high priority on effective team working</p>                                                                                                                                                                                         | <p>Commitment to an involvement in extra-curricular activities.</p> <p>Evidence of contributing to the whole life of the school.</p> <p>Good and appropriate sense of humour</p>                                       | <p>Application Form<br/>Letter Interview</p> |
| <p><b><u>Principles</u></b></p>               | <p>Philosophy matches aims of school.</p> <p>Committed to team and partnership working</p>                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                        | <p>Letter Interview</p>                      |
| <p><b><u>Skills/Attitudes</u></b></p>         | <p>Outstanding teaching skills</p> <p>High level of communication skills, both written and oral</p> <p>High level of organisational and planning skills</p> <p>An effective team member</p> <p>Ability to demonstrate a commitment to equality of opportunity and inclusion for all pupils</p> <p>Able to develop good relationships with pupils, colleagues and parents</p> <p>Able to manage pupil behaviour effectively, through use of positive behaviour strategies</p> | <p>ICT Literate</p> <p>Ability to undertake subject leadership</p> <p>Commitment to an involvement in extra-curricular activities.</p> <p>Evidence of sharing in and contributing to the whole life of the school.</p> | <p>References<br/>Letter Interview</p>       |
| <p><b><u>Professional Development</u></b></p> | <p>Evidence of continuing professional development</p>                                                                                                                                                                                                                                                                                                                                                                                                                       | <p>Take responsibility for their own professional development</p>                                                                                                                                                      | <p>Application Form</p>                      |
| <p><b><u>Safeguarding</u></b></p>             | <p>Committed to safeguarding and promoting the welfare of children</p>                                                                                                                                                                                                                                                                                                                                                                                                       | <p>Recent training in child protection awareness</p>                                                                                                                                                                   | <p>References<br/>Letter Interview</p>       |