



GRACE DIEU

MANOR SCHOOL

POST OF KEY STAGE 2 CLASS TEACHER

JOB DESCRIPTION

A **Key Stage 2 Class Teacher** is required for **September 2019**. The successful candidate is required to be an outstanding, inspirational and motivated teacher, with excellent communication skills, who will maintain and develop the high standards across this Key Stage.

Job Purpose:

The Teacher of a KS2 Class will deliver high quality teaching and the highest standards of learning and achievement to all pupils within this Key Stage, whilst maintaining the positive ethos and core values of the School, both inside and outside the classroom.

Responsible to:

The Headmistress and SLT

Main areas of responsibility:

- To provide stimulating and academically rigorous teaching of a KS2 Class, in the first instance and to be responsible for all aspects of their development and pastoral needs.
- To plan, prepare and deliver appropriate learning experiences based on agreed and published termly plans of work for the different curriculum areas taught.
- To implement strategies to continue the rise in academic achievement.
- To develop teaching resources within this Key Stage, particularly with regard to differentiation for pupils of different abilities and the use of ICT.
- To maintain a sequence of classroom displays and other curriculum materials to create a stimulating and welcoming environment.
- To make a full and dynamic contribution to the School and its extra-curricular activities.

Professional duties:

- To, at all times, support the ethos and core values of the School.
- To implement agreed School policies and guidelines, e.g. marking and assessment.
- To plan appropriately to meet the needs of all pupils, including those on the SEN and G&T registers, through differentiation of tasks/having the highest expectation of every child, believing that every learner has unlimited potential for development.

- To plan and deliver the curriculum within the framework of present School policies, both in short (Weekly Plans) and long term planning structures (Termly Plans).
- To set clear targets, based on prior attainment, for pupils learning.
- To plan and resource a stimulating classroom environment which will encourage the development of all aspects of children's learning. In particular, to encourage children in the independent use of resources and involvement in their learning.
- To monitor children's progress, keep records and evaluate children's achievements. To set children high standards in the content and presentation of their work by the quality of your displays of that work.
- To establish and maintain good relationships with colleagues, working as part of a team in all aspect of the School's development.
- To maintain good order and discipline amongst pupils, in accordance with the School's Behaviour Policy.
- To work in partnership with parents in providing a quality education experience for all the children and report to parents on the development, progress and attainment of pupils, through Parents' Evenings, reports and Study Cards as required.
- To participate in meetings which relate to the School's management, curriculum, administration / organisation.
- To lead, organise and direct any support staff within the classroom.
- To maintain professional development both by undertaking self-assessment and appraisal by the Headmistress and by attending appropriate INSET courses.
- To be familiar with 3sys and to enter all relevant data as required by the Curriculum Manager/SLT.
- To maintain attendance registers.

Other duties:

- To attend School Open Days and Prize Days and to attend a reasonable number of School events.
- To run an After-School Activity.
- To review methods of teaching and programmes of work and to participate in arrangements for further training and professional development.
- To be aware of safeguarding and health and safety issues and School policy in this area.
- To provide supervisory duties according to the duty rota.

All staff share the responsibility for safeguarding and promoting the welfare of children and must adhere to, and comply with, the School's Child Protection Policy.

This Job Description does not constitute a complete description of duties. The appointed employee shall carry out the professional duties of a school teacher, including those duties particularly assigned by the Headmistress as set out above but not restricted to them. The post-holder may be required to undertake other duties as reasonably be required by the Headmistress.

Person Specification	
Training & Qualifications <ol style="list-style-type: none"> 1. Recognised Qualification in Primary Teaching, eg PGCE, QTS or other 2. Educated to Degree level 3. Experience in KS2 	Essential Essential Essential
Knowledge and Understanding <ol style="list-style-type: none"> 1. Of a variety of teaching and learning styles and techniques 2. Good understanding of effective procedures for managing and promoting positive behaviour among pupils 3. Clear understanding of data analysis and the important impact this can have on achievement and attainment 4. Computing and Science 	Essential Essential Essential Desirable
Skills <ol style="list-style-type: none"> 1. Supportive of the School's ethos and core values 2. Ability to promote the School's aims positively 3. Ability to develop good personal relationships within a team; making an effective contribution to high morale 4. Ability to establish and develop close relationships with parents, governors and the community 5. Ability to communicate effectively (both orally and in writing) to a variety of audiences 6. Ability to create a happy, challenging and effective learning environment 	Essential Essential Essential Essential Essential Essential

Remuneration and Timetable:

Grace Dieu Main Scale Spine
 Grace Dieu Allowance
 (Subject Leader opportunities tbc)

Reviewed MK January 2019