

**IDLE CE (A) PRIMARY SCHOOL
OUTLINE JOB DESCRIPTION
YEAR 5 OR YEAR 6 TEACHER - PERMANENT FULL TIME
REQUIRED FOR SEPTEMBER 2019**

The post holder is required to carry out the duties of a schoolteacher as set out in the current Schoolteachers' Pay and Conditions Document, and particular duties as may be directed by the Head-teacher.

The details set out below describe the main duties and responsibilities relating to the post, however a document such as this does not permit every item to be specified in detail, nor does it direct the amount of time to be spent on carrying them out, and no part of it can be so construed.

SPECIFIC TEACHING RESPONSIBILITIES

Class Teacher Duties:

- To teach within the Primary School age range.
- To enthusiastically promote our positive vision and Christian ethos for the school.
- To work within the curriculum and organisational policies of the school.
- To create and maintain an excellent, positive learning environment.
- To work with and manage classroom support staff as part of a team.
- To carry out recording and monitoring of pupils' achievements, and the maintenance of records.
- To carry out risk assessments with ancillary staff as appropriate to specific activities.
- To show a positive response to change and an enthusiasm to take initiative.
- To take an active enthusiastic attitude to Appraisal and be accountable for cohort targets.
- To lead a proportion of school assemblies on a rota basis.
- To further develop the aims of the school by following the School Curriculum Plan.
- To appropriately differentiate teaching to meet the needs of all children in the class.
- To liaise with parents and communicate relevant information concerning their children.
- To manage and monitor the homework policy for your class.
- To take responsibility for an extra-curricular activity.
- To attend staff meetings and parent consultation evenings as part of directed time.
- To be committed to organising and taking pupils on educational visits.
- To take responsibility for the effective delivery of the relevant assessment test for the class.

The specific responsibilities will be reviewed as part of performance management procedures and may be altered to meet the changing needs of the school.

PERSONNEL SPECIFICATION

This Personnel Specification describes the job requirements on which the short-listing and selection decisions will be based. To be selected for appointment you must be able to show that you meet all the 'essential' requirements for the post. The very best candidates are likely to meet some or all of the 'desirable' criteria. To ensure that the short-listing panel can make a proper assessment of your suitability for the post, please ensure that your application shows how you meet the requirements for the post.

REFERENCES AND POLICE CHECKS

All offers of appointment will be subject to receipt of satisfactory references. Specified posts that involve substantial one to one access to children will be subject to a search of Police criminal records and appointment to these posts will be conditional upon confirmation by the Police of information provided to us by the applicant.

EQUAL RIGHTS

Bradford Council is an Equal Rights employer and requires its employees to carry out its policies concerning racial and sex equality and the rights of people both in terms of Equal Opportunity for employment and access to the Council's services.

DISABLED APPLICANTS

Disabled applicants for Central Services vacancies are guaranteed an interview if they meet the essential requirements of the Personnel Specification. As an Equal Rights employer Bradford Council is committed to make any necessary reasonable adjustments to the selection process, the job role and the working environment that would enable access to employment opportunities for disabled people. Where a disabled applicant is being assessed the selection panel's decision will be based on an assessment of that person's expected capabilities once reasonable adjustments have been made.

**IDLE CE (A) PRIMARY SCHOOL PERSONNEL SPECIFICATION
YEAR 5 OR YEAR 6 CLASS TEACHER - PERMANENT FULL TIME
FOR SEPTEMBER 2019**

<u>CRITERIA</u>	<u>ESSENTIAL</u>	<u>DESIRABLE</u>	<u>HOW IDENTIFIED</u>
<u>EXPERIENCE</u>	Experience of successful planning, teaching and assessing of children in the primary age range. Evidence of continuing professional development	Experience of teaching KS2 Experience of leading a team effectively in or out of school. Experience in co-ordination of a curriculum initiative. Experience of teaching RE in a CE primary school.	Application Form. Interview. References.
<u>QUALIFICATIONS</u>	QTS and degree or equivalent as recognised by the DfE	Qualifications relevant to teaching the National Curriculum and inspiring gifts and talents in pupils. Recent relevant in-service training.	Application Form. Interview. Certificates.
<u>SPECIAL KNOWLEDGE</u>	Experience of excellent standards in core subjects from primary aged pupils. Working knowledge of the New National Curriculum. Competent ICT skills including IWB skills. Ability to use assessment results and target setting procedures to inform teaching and learning. Knowledge of T&L issues relating to KS2. An understanding of issues relating to SEND children.	Knowledge of T&L issues relating to upper KS2. Knowledge and Experience of implementing SATs Assessments Practical experience of working with SEND children. Relevant knowledge and understanding of RE curriculum in a CE Primary School. An understanding of the Government initiative relating to 'Excellence and Enjoyment'	Application Form. Interview. References.
<u>PERSONAL CIRCUMSTANCES</u>	Have experience and understanding of the Christian faith and an active desire to promote the Christian ethos of the school. Legally entitled to work in the U.K. (Immigration, Asylum and Nationality Act Flexibility to attend meetings out of school hours as negotiated. Ability to organise, attend and lead educational visits. An enhanced 'Disclosure and Barring Service' check clearance. Will not require time off during term time (save for illness or emergency).	Have experience of active involvement in church life. To demonstrate excellence and enjoyment through a range of personal interests. Ability to support our extended curriculum e.g. MFL, music or competitive sport skills.	Documents confirming right to work in the U.K. Interview. References
<u>EQUAL OPPORTUNITIES</u>	Candidates should indicate an acceptance of, and a commitment to, the principles of the Council's Equal Rights policies and practices as they relate to employment issues and to the delivery of services, including the provision of equality of access to educational opportunities for children regardless of race, gender or disability.		Application form. Interview.
<u>DISPOSITION/ ADJUSTMENT/ ATTITUDE</u>	Able to manage a team effectively. Enthusiastic, energetic and positive. Motivated and able to demonstrate initiative. Able to attend meetings out of school as required. A commitment to safeguarding children.	To have a creative and flexible approach towards working.	Application Form. Interview. References.
<u>PRACTICAL AND INTELLECTUAL SKILLS</u>	An ability to follow school policy. Able to understand and carry out instructions. Able to keep accurate records. Good standard of written and spoken English. Ability to express oneself clearly.	Good organisational skills.	Interview. Application Form. Reference.
<u>PHYSICAL</u>	Ability to cope with the requirements of the post.		Application Form. Interview.