

## Person Specification & Job Description

### Class teacher EYFS / KS1

	Essential	Desirable
A practising and committed Catholic.		✓
A clear vision of excellence that will promote our Catholic ethos.	✓	

### Qualifications

	Essential	Desirable
Qualified Teacher Status.	✓	
Degree.	✓	
Evidence of Continued Professional Development and commitment to improving your own practice.	✓	
Safeguarding Level 2		✓

### Experience

	Essential	Desirable
Experience of teaching in an Early Years Setting.		✓
Experience of teaching in a mixed age class.		✓
Subject leadership.		✓
Experience of working in partnership with professionals from other schools, agencies etc.		✓

### Professional Knowledge and Understanding

	Essential	Desirable
Know the assessment requirements and arrangements for the curriculum you teach.	✓	
Understand the roles of colleagues, including support staff, to effectively support the progress of pupils learning.	✓	
Have an extensive knowledge and understanding of how to use and adapt a range of teaching, learning and behaviour management strategies, including how to personalise learning to provide opportunities for all learners to achieve their potential.	✓	

### Professional Skills

	Essential	Desirable
Teach challenging, well organised lessons and sequences of lessons across the whole School age and ability range.	✓	
Use assessment as part of the teaching to diagnose learners' needs, set realistic and challenging targets for improvement and plan future teaching.	✓	

Identify and use opportunities to personalise and extend learning through out-of-school contexts where possible making links between in-school learning and learning in out-of-school contexts.	✓	
Willingness to lead a subject/s across the school.	✓	

### **Professional Attributes**

	Essential	Desirable
Model and promote positive behaviour consistently.	✓	
Provide a supportive and nurturing environment.	✓	
High expectations of attainment and behaviour, including pupils with SEN.	✓	
Act upon advice and feedback and be open to continuous development.	✓	

### **Other Requirements**

	Essential	Desirable
Willingness to be supportive of the catholic ethos and values of our school.	✓	
A positive attitude with enthusiasm and drive.	✓	
The ability to work as part of a team.	✓	
Effective communication skills, both orally and written.	✓	
A commitment to the wider school life of the school.	✓	

## Job Description

<b>School</b>	<b>St Joseph's Catholic Primary School, Frizington</b>
<b>Job Title</b>	<b>EYFS/KS1 Teacher</b>
<b>Salary</b>	<b>MPS</b>

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

### **Job Purpose**

To carry out professional duties and to have responsibility for an assigned class.

To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.

To promote the aims and objectives of the school and maintain its philosophy of education.

### **Main duties and responsibilities**

- To support the Headteacher in promoting the Catholic ethos of the school.
- To have a good knowledge of the EYFS/KS1 Curriculum
- Have a good understanding of assessment principles and practice in KS1
- Ability to develop high quality provision
- Ability to develop effective partnership with parents
- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- To plan and prepare lessons in order to deliver the National Curriculum ensuring breadth and balance in all subjects.
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- To maintain good order and discipline among the pupils, safeguarding their health and safety.
- To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within the classroom, including parent helpers.
- To participate in staff meetings as required.
- Contribute to the development and co-ordination of a particular area of the curriculum.
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.
- To liaise with outside agencies when appropriate e.g. Educational Psychologist.
- To continue professional development, maintaining a portfolio of training undertaken.

- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures / rules that apply to this role.
- To contribute to the extra-curricular life of the school.