



Tudor Grange Primary Academy  
**Yew Tree**

*Joy, love and respect*

Post Title: Class Teacher  
Location: TGPAYT  
Responsible to: Principal  
Salary Main Scale: M3 -£33,814 -  
£46,525  
Contract type: Fixed term  
maternity leave – two days.

#### CORE PURPOSE

This is a fantastic opportunity to join Tudor Grange Primary Academy Yew Tree. The successful candidate will be caring and committed to education with a passion for teaching. It is likely the role will be based in Year 5.

Tudor Grange Academy Yew Tree is committed to keeping children, young people and vulnerable adults safe. The post holder is responsible for promoting and safeguarding the welfare of the children, young people, and vulnerable adults for whom she/he is responsible or meets.

**Line Manager**

Principal

#### JOB PURPOSE

- Provide a high-quality education for all learners.
- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document (SPTCD).
- Carry out the professional duties of a teacher and meet the expectations as set out in the Teachers' Standards.
- Share in the school's positive ethos and core values.

#### DUTIES AND RESPONSIBILITIES

##### **Planning and teaching:**

- Plan and teach well-structured lessons with clear learning objectives.
- Adapt teaching to respond to the strengths and needs of pupils. Identifying SEND or very able pupils.
- Set high expectations which are ambitious, motivating and challenging for all pupils.
- Demonstrate good subject and curriculum knowledge.
- Use a variety of teaching methods to engage pupils in learning and promote positive learning attitudes.
- Evaluate own teaching to improve effectiveness and engage actively in the process for Improvement.
- Create a stimulating, organised, interactive and informative learning environment that encourages each child to achieve his/her potential. Maintaining pace, motivation and challenge.
- Plan for, organise and direct the work of support staff within the classroom.
- Maintaining discipline in accordance with the school's procedures and encouraging good practice regarding punctuality, behaviour, standards of work and homework.
- Encouraging pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, listen attentively and challenge thinking.

- Using a variety of teaching strategies which involve planned adult intervention, first hand experience and play and talk as a vehicle for learning.

**Monitoring, assessment, recording and reporting:**

- Promote good progress and outcomes for pupils by being able to set clear targets, based on prior attainment.
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning and adapting teaching as appropriate.
- Participate in arrangements for preparing pupils for statutory tests (if applicable).
- Report to parents on the development, progress and attainment of pupils, both formally through reports and meetings and informally.

**Curriculum development:**

- Actively lead on and have responsibility for a subject area (depending on the applicant).
- Contribute to the whole school's planning activities.

**Health, safety and discipline:**

- Promote the safety and wellbeing of our pupils.
- Have high expectations of behaviour to maintain a safe and positive learning environment, in accordance with the school's behaviour policy.

**Communication:**

- Communicate effectively with parents, pupils, staff and governors.

Working with colleagues and other relevant professionals.

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.

Personal and professional conduct.

- Uphold the school's values and maintain high standards of ethics and behaviour, both in and out of school.
- Have professional regard for the ethos, policies and practices of the school.
- Maintain high standards of attendance and punctuality.

**Professional requirements:**

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Take part in further training and development to improve own teaching. Participate actively in the school's appraisal procedures.
- Take responsibility for keeping up to date with educational developments
- Implement agreed school policies and guidelines including those regarding health and safety of our pupils.
- Make a positive contribution to the wider life and ethos of the school.
- Endeavour to give every child the opportunity to reach their potential. Contribute to the life of school through effective participation in meetings.

**DUTIES AND RESPONSIBILITIES – SUBJECT LEADER**

**Strategic direction:**

- Develop and implement policies for a subject in line with our school's commitment to high-quality teaching and learning.
- Promote the subject, its importance, and the value that it brings across the school.
- Have a good understanding of how well the subject is being delivered and the

impact it has on pupil achievement.

- Use this understanding to feed into the school development plan and produce an action plan for the subject.
- Promote pupils' spiritual, moral, social, cultural, physical and mental development alongside British values in the teaching of the subject.
- Consult pupils, parents and staff about the subject and its effectiveness, and assess the feedback against the school's values, visions and aims.
- Work with the special educational needs co-ordinator (SENCO) to ensure the curriculum matches the needs of different pupils, such as disadvantaged pupils and those with special educational needs and/or disabilities (SEND).
- Work with the Early Years Foundation Stage (EYFS) leader to understand how the subject is developed at the EYFS and to support the EYFS.
- Liaise with the Trust within subject groups on subject-related events, projects and activities.

**Leading the curriculum:**

- Develop and review regularly the vision, aims and purpose for the subject area.
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress.
- Ensure the planned curriculum is effectively and consistently implemented across the school.
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning.
- Have an overarching responsibility for pupils' achievement and standards in the subject area.

**Leading and managing staff:**

- Hold team meetings on the subject area to keep staff informed of any developments or changes.
- Provide support to staff regarding teaching and learning, resources, and planning in the subject area.
- Monitor teaching and learning by visiting lessons, scrutinising books, and talking with pupils to assess how well the subject area is being implemented and how well it is delivered across the school.
- Provide feedback to staff based on the above observations to identify training needs and provide continuing professional development (CPD) in the subject area.
- Coach and model team teaching.
- Support teachers to make accurate assessments, manage internal and external moderation, and complete external moderation exercises.

Efficient and effective deployment of resources.

- Provide support with textbooks and library books in the subject area.
- Work with the English subject leader to ensure that links between the subject topics and fiction and non-fiction books are used within the English curriculum.
- Provide support with classroom displays for the subject area across the school to ensure they are stimulating, of high quality, and inspire curiosity in pupils.

- Audit, check and manage resources to ensure they are up to date and match pupil and curriculum needs.

**The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.**

**Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task to be undertaken may not be identified.**

**Please note that the job description may be amended at any time following discussion between the Principal and the member of staff.**

Line Manager	Principal
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PERSONAL SPECIFICATION		
ATTRIBUTES	ESSENTIAL	DESIRABLE
<b>Qualifications and experience</b>	Qualified teacher status (QTS). Successful primary teaching experience.	Experience of working with children with additional learning needs. Experience of different settings and age groups. Recent relevant training.
<b>Knowledge and skills</b>	Knowledge of the National Curriculum.  Knowledge of guidance and requirements around safeguarding children.  Knowledge of effective teaching and learning strategies.  A good understanding of how children learn.  An understanding of how emotional well-being and other external factors can impact on learning.  Work planned to a high standard and regular assessment of children's achievements carried out.	Up to date knowledge of current issues in education.  Experience of contributing to SEND support plans / Passports.

	<p>Ability to adapt teaching to meet pupils' needs, including those with additional needs.</p> <p>Ability to identify own professional development needs.</p>	
<b>Personal qualities</b>	<p>Ability to build effective working relationships with pupils, parents, staff and the wider community.</p> <p>Be approachable, honest and behave with integrity Insistence on high standards and expectations of children.</p> <p>Well organised and managed classroom where independence, confidence and resilience are encouraged.</p> <p>Open and responsive to feedback in order to improve own practice</p>	
<b>Any additional factors</b>	<p>Enthusiasm for teaching and a passion for learning.</p> <p>Flexible, adaptable and able to cope with change.</p> <p>Excellent communication and interpersonal skills.</p> <p>Willingness to take a full part in the life of the school, including leading assemblies, organising and leading trips, attendance at events and curriculum evenings.</p>	<p>Ability to offer extra-curricular activities.</p> <p>Subject leadership experience and a willingness to lead a subject while at our school.</p>
<b>Line Manager</b>	<b>Principal</b>	