

JOB DESCRIPTION

TEACHER

REPORTS TO: ASSISTANT HEAD (PRE-PREP OR PREP SCHOOL)

MAIN PURPOSE:

- To have excellent knowledge of the curriculum and be able to deliver its teaching effectively and creatively.
- To contribute fully as a member of the teaching staff at Gayhurst, expecting the highest standards in line with the school aims and strategic objectives.
- To provide a stimulating and enriching education to the children, with a view to developing an interest, inquisitiveness and an enjoyment and enthusiasm for learning.
- To undertake wider professional obligations and duties to support the school in meeting its development priorities.

RESPONSIBILITIES:

- Inspire pupils and ensure the highest possible levels of achievement through creative teaching and providing opportunities for independent learning.
- Promote the school positively at all times, supporting the school's vision and aims.
- Maintain knowledge and take account of wider curriculum developments that are relevant to your role.
- Plan lessons and sequences of lessons to meet pupils' individual learning needs and make effective use of opportunities for Learning Outside the Classroom.
- Communicate learning objectives and success criteria clearly to pupils.
- Use a range of appropriate strategies for teaching and classroom management to maintain high levels of behaviour and discipline and deal promptly and effectively with misbehaviour in accordance with school policies.
- Monitor and assess pupil progress in accordance with school policy.
- Use information about prior attainment to set well-grounded expectations for pupils.
- Record and report on pupil progress and give clear and constructive feedback in accordance with school policies.
- Liaise closely with the SENDCO and Learning Support Assistants to be proactive in the recognition and support of individual special needs.
- To follow school procedures and policies, as detailed in the Staff Handbook and that may be given by members of the SLT.
- Take responsibility for your Professional Development and use outcomes to improve your teaching and pupils' learning.
- Make an active contribution to the policies and aspirations of the school and support the school in their implementation.
- Establish and maintain effective and co-operative working relationships with individuals and teams of colleagues.
- Challenge and support all pupils to do their best.

- Engage in positive action through the use of analytical thinking to improve the quality of pupil learning.
- Set a good example to the pupils through your presentation and personal and professional conduct.
- Undertake cover for absent colleagues on request.
- Participate in the school's co-curricular programme.
- Attend staff meetings, INSET, curriculum meetings and parent meetings.
- Undertake such other key tasks as may reasonably be assigned by the SLT.

PASTORAL:

- To look after the well-being and pastoral needs of the pupils in your class and take a shared responsibility of all the pupils in the school.
- To communicate regularly and effectively with parents and other staff.
- To keep the Assistant Heads informed of any pupil in your class who may be experiencing difficulties.
- To be vigilant in safeguarding children and share concerns with the Designated Safeguarding Team, in line with the school's Safeguarding Policy.

ADDITIONAL DUTIES:

- There will be break time, lunch time and after school duties during the normal school week.
- You will be required to organise or assist with trips, drama productions etc. and to attend Open Events, INSET, meetings with parents etc.
- Take an active role in CPD, peer observation and appraisal opportunities.
- Participate in the wider life of the school.

All applicants must be committed to the safeguarding and protection of children and will be required to undergo an enhanced DBS check. The current or most recent employer must also be provided as a referee.

PERSON SPECIFICATION TEACHER			
	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
QUALIFICATIONS	A degree (e.g. BA, BSc, BEd, PGCE) and QTS	Evidence of additional courses attended, and certificates attained	Production of the applicant's certificates
EXPERIENCE	Evidence of teaching experience	Recent or other relevant experience Evidence of continued professional development	Contents of the Application Form Interview Professional references
SKILLS	Flexibility The ability to be proactive A team player Proficiency in ICT for own purposes Excellent oral and written communication skills Excellent interpersonal skills Ability to prioritise and be well organised	ICT skills, especially knowledge and understanding of Office 365	Contents of the Application Form Interview (including observed lesson) Professional references
KNOWLEDGE	Awareness of curriculum requirements Awareness of appropriate teaching strategies Awareness of safeguarding and pastoral support Appreciation of the ethos of the school	Good understanding of the needs of children at KS1/KS2	Contents of the Application Form Interview (including observed lesson) Professional references
PERSONAL COMPETENCIES & QUALITIES	A kind approach to others and self A passion for high quality education Commitment to professional development Calm Energetic, enthusiastic, flexible and approachable		Contents of the Application Form Interview (including observed lesson) Professional references