



**Reception Class Teacher  
Maternity Cover  
Part Time 0.7FTE  
St. John's CE Primary School**

We are seeking to appoint a Reception Class Teacher 0.7FTE to cover maternity leave at St John's CE Primary School.

**Main purpose of the job:**

- Take specific responsibility for day-to-day management of planning, teaching and learning within the EYFS.
- Be an excellent classroom practitioner; working in accordance with the school's policies.
- Have a positive impact on educational progress.
- Secure progress of every child including those with SEND, PP and more able pupils.

**The successful candidate will be:**

- A creative and enthusiastic classroom practitioner with high expectations and a proven track record of raising standards.
- Familiar with the new Early Years framework and EYFS.
- Familiar with using Tapestry.
- Able to make a difference to children's learning and support them in making excellent progress, regardless of their starting point.
- Willing to work in a highly motivated team of friendly staff.
- Committed to providing exciting and high-quality learning opportunities in a stimulating environment.
- Friendly and approachable with a "can-do" attitude

In return, we offer working within a Trust who are supportive and committed to ensuring everyone excels.

QEGSMAT is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All appointments are subject to an Enhanced DBS check. Further information about our commitment to Safeguarding can be found - <https://www.qegsmat.com/documents/safeguarding>

If you would like to apply for this position, please apply via TES. A link can be found via the Trusts website <http://www.qegsmat.com/current-vacancies/>.

**Closing date for applications: Sunday 7th November**

**Interview date: WC 15<sup>th</sup> November**

**Salary: Main Scale/Upper Pay Scale**

**Start Date: Tuesday 4<sup>th</sup> January 2022**



## JOB DESCRIPTION

**POST TITLE:** Class Teacher (0.7) to cover maternity leave

**REPORTING TO:** Headteacher

**SCALE:** Main-scale/Upper Pay Scale

**DISCLOSURE LEVEL:** Enhanced

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### CORE DUTIES:

#### A teacher must:

- Implement and deliver an appropriate broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school;
- Facilitate, support and monitor the overall progress and development of a designated group of pupils;
- Foster a learning environment and educational experience which provides children with the opportunity to fulfil their individual potential;
- Share in the development of the school curriculum, courses of study, teaching materials, teaching programmes, methods of teaching and assessment and their review;
- Support and contribute to the school's responsibility for safeguarding children.

#### Main Responsibilities

- Teach pupils in their assigned group according to their educational needs, including the setting and marking of work to be carried out by the pupils in school and elsewhere;
- Plan their teaching to achieve optimum progression in pupil's learning across the Early Years;
- Identify clear teaching objectives and content, appropriate to the subject matter and the pupils being taught, and specify how these will be taught and assessed;
- Set tasks for the whole class, individuals or groups, which challenge pupils and ensure high levels of interest;
- Set appropriately demanding expectations of pupil's learning, motivation and presentation of work;
- Set clear targets for pupil's learning which they share and understand;
- Direct and supervise the work of Teaching Assistants in their classroom;
- Assess progress, development and attainment of pupils and keep such records as are required by the school's systems;
- Co-operate and liaise with other professionals, including fellow staff and colleagues from external agencies (for example, specialist teachers from the LA support services, health professionals and social workers);
- Ensure a high-quality learning experience for pupils, which meets internal and external quality standards;
- Use a variety of a delivery methods appropriate to students' learning styles and the varying demands of curriculum;

- Provide a positive, and conducive and safe learning environment, encouraging high standards in punctuality, presentation of work and relationships;
- Set high expectations for pupils' behaviour and maintain a good standard of discipline through well-focused teaching, fostering positive relationships and implementing the school's behaviour policy.
- In accordance with the Teachers' Pay and Conditions Document, there is a requirement for all teachers to contribute to the development of the school curriculum, teaching methods and their review. The tasks expected of the teacher may include the following and there may be dedicated time (if appropriate) to address some of the tasks:
- Collate and analyse information relating to the standards achieved by pupils for presentation to the Leadership Team, governors and QEGSMAT;
- Lead a curriculum area.

### **Generic Responsibilities**

- Contribute to the personal, social, health, citizenship and enterprise education of pupils according to school policy;
- Actively engage in the school's performance management appraisal system;
- Contribute to the formulation and implementation of the Academy Improvement Plan and associated actions plans, as appropriate;
- Play a full part in the life of the school community and support its ethos;
- Follow and actively promote the school's policies;
- Comply with health and safety policy and undertake risk assessments as appropriate;
- Communicate effectively with parents of pupils and with persons or bodies outside the school who are concerned with the welfare of pupils, after consultation with appropriate staff;
- Actively pursue own personal and professional development;
- Any further duties which may from time to time, reasonably be required by the Headteacher.
- Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.
- Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.
- This job description is current at the date shown, but in consultation, may be changed by the Head of School /Governors to reflect or anticipate changes in the job commensurate with the scale and job title.
- Appointment to this role is subject to the current conditions of employment of teachers contained in the School Teachers Pay and Conditions Document, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation, and the school's articles of government



## Person Specification

### St. John's CE Primary School

Attributes	Essential	Desirable
<b>Education and Training</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Involvement in continuing professional development</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading a team</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Understanding of the National Curriculum and EYFS framework.</li> <li>• EYFS enabling environment knowledge and application</li> <li>• Experience of mastery teaching</li> <li>• Understanding of the key principles for child development in the Early Years</li> <li>• Experience of mastery teaching</li> <li>• Ability to deliver well planned and stimulating lessons across the curriculum and ability range</li> <li>• Knowledge and understanding of effective behaviour management strategies and the ability to put these into practice</li> <li>• Knowledge of what constitutes effective teaching and learning including different styles of learning</li> <li>• Evidence of planning, organisation, implementation, assessment and record keeping</li> <li>• Ability to support less able children and extend the more able</li> <li>• Knowledge of current educational trends and initiatives</li> <li>• Knowledge of SEND Code of Practice</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching pupils with social, emotional and behavioural needs and special educational needs.</li> <li>• Familiar with White Rose Maths</li> <li>• Knowledge of Growth Mind-set principles</li> </ul>

	<ul style="list-style-type: none"> <li>• Specific expertise and enthusiasm for planning and teaching a creative, cross curricular approach</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• To have taught in EYFS.</li> </ul>	
<b>Skills</b>	<ul style="list-style-type: none"> <li>• Outstanding teacher</li> <li>• Ability to maintain an orderly, attractive, purposeful and well managed classroom</li> <li>• High expectations and the ability to ensure pupils do their very best and make significant progress</li> <li>• Ability to help pupils become independent learners</li> <li>• Competency in ICT and ability to use ICT across the curriculum</li> <li>• Organisation and communication skills</li> <li>• Willingness and ability to contribute to whole school development</li> <li>• Ability to establish sound professional relationships with children, colleagues and parents</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness and ability to contribute to extra-curricular activities</li> </ul>
<b>Equal opportunities</b>	<ul style="list-style-type: none"> <li>• Knowledge and commitment to equal opportunities issues as they relate to schools</li> <li>• Commitment to Inclusion</li> </ul>	
<b>Other Requirements</b>	<ul style="list-style-type: none"> <li>• Adaptability</li> <li>• Flexibility</li> <li>• Energy, enthusiasm and warmth</li> <li>• Hard working</li> <li>• A “can do” attitude</li> <li>• Embraces a Growth Mindset philosophy and believes in every child</li> </ul>	

In addition to the application form candidates are asked to submit a supporting letter outlining their personal philosophy of education, strengths and successes, and what they will bring to St John’s C of E Primary School.

PRINT NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_