



**EDUCATION
PENYGARN COMMUNITY PRIMARY SCHOOL**

PRIMARY SCHOOL TEACHER

**SALARY: TPS
CONTRACT: TEMPORARY UNTIL JULY 2019**

If you wish to join a vibrant, innovative school and are someone with drive, ambition and desire then this job is for you.

The person we are looking for will work with Year 2, Year 4 and Year 6 every Monday and Tuesday on a 40% contract.

This person must be someone who:

- Is enthusiastic and an excellent classroom practitioner
- Is able to demonstrate a sound understanding of Successful Futures and Donaldson's pedagogical principles.
- Is an excellent team member who is willing to enter fully into the life of the school.
- Is well organised, innovative and creative and has high expectations of themselves, their colleagues and most importantly the pupils they teach.

Description of role and responsibilities required – based on person specification.

For an informal discussion, please contact the Headteacher, Miss L Sellars, on 01495 742090.

Visits to school will be warmly welcomed, please contact school on 01495 742090 to make an appointment.

Shortlisted applicants will be notified by the end of the day on Friday 9th November 2018.

This post is subject to an Enhanced Disclosure Application to the Disclosure & Barring Service.

Torfaen promotes Family Friendly Policies utilising home working and flexible hours, where appropriate.

Details and Application forms can be obtained from www.torfaen.gov.uk or our Recruitment Team on 01495 742308 Email – recruitment@torfaen.gov.uk or Civic Centre, Floor 4, Pontypool NP4 6YB

Completed applications forms to be returned to Ms Glenys Stokes, Senior School Support Officer at Penygarn Community Primary School, Penygarn Road, Penygarn, Pontypool, Torfaen NP4 8JR. Email – clerk.penygarncps@torfaen.gov.uk

CLOSING DATE: 12 NOON ON 7TH NOVEMBER 2018
POST REF: REQ001867-0711

PENYGARN COMMUNITY PRIMARY SCHOOL

Job Description

Name:

Job Title: Class Teacher

Person to whom responsible: Headteacher

Accountable for: Quality of Teaching and Learning provided to pupils

The job description may be amended at any appropriate time, following consultation between the headteacher and teacher and will be reviewed annually. Priorities for the year will be negotiated and highlighted.

Safeguarding

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Core Purpose of Post

- To provide a high quality educational experience for all children.
- To plan, prepare and deliver the curriculum in accordance with the aims and objectives that reflect the goals of the school.
- To establish the conditions necessary for high quality Teaching and Learning to take place.
- To provide leadership and management of the following curriculum area/s:

General Duties and Responsibilities

- To carry out the duties of a schoolteacher as set out in the *School Teacher Pay and Conditions Document.(Part xii, Paragraph 56-59)*
- To continue to meet the required standards for Qualified Teacher Status.
- To share in the corporate responsibility for the well being and discipline of all pupils.

Teaching and Learning

- Plan and deliver the teaching programme for all pupils within the class in relation to the National Curriculum with regard for the school's aims, vision statement, policies and schemes of work.
- Provide clear structures for lessons and for sequences of lessons, which maintain pace, motivation and challenge.
- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons.
- Ensure effective teaching of whole classes, groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met.
- Use a variety of teaching and learning styles to keep all pupils engaged and evaluate pupils' access to learning experiences.
- Be fully conversant with the Code of Practice and identification, assessment and support of pupils with special educational needs, working support staff to ensure IEP's set targets and that work is appropriate.
- Evaluate your own teaching critically to improve effectiveness.

Assessment, Recording, Reporting and Accountability

- Assess and record each pupil's progress systematically with reference to the school's current practice, including the social progress of each child and use the results to inform planning.
- Mark and monitor classwork and homework, providing constructive feedback and setting targets for future progress.
- Provide reports on individual progress to the headteacher and parents as required.

Strategic Direction and Development of the Curriculum Area

- Develop, promote and ensure implementation of a whole school policy for the specific curriculum area listed above in conjunction with the headteacher.
- Use national, local and school management data effectively to monitor standards of achievement across the school in the allocated curriculum area.
- To liaise with other curriculum leaders and other phases.
- To attend appropriate INSET courses and keep abreast of recent developments regarding your specified area.

- Produce short, medium and long-term plans to develop the curriculum area in relation to:
 - resources
 - staff professional development requirements
 - the aims of the school and its policies and practices
 - targets for realistic but challenging improvements.
 - continuity and progression
- Monitor the progress made towards achieving the curriculum area's plans and targets, and use this information to plan future developments. Report to Headteacher.
- Ensure that teachers are clear about teaching objectives, understand the sequence of teaching and learning in the curriculum area and communicate this to pupils.
- Support and guide colleagues to select the most appropriate teaching and learning methods to meet the needs of the full range of pupils.
- Identify and agree any training needs of staff in your Curriculum area. Agree with Headteacher.
- Evaluate the teaching of the curriculum area in school; use this analysis to identify effective practice and areas for improvement and, in conjunction with the Headteacher, take action to improve further the quality of teaching in the subject.
- Organise and chair planned curriculum meetings as and when necessary.

Efficient and Effective Management of Resources

- Establish resource requirements and inform the Headteacher of costs and priorities. Distribute resources to meet the objectives of the school.
- Ensure the effective and efficient management of learning resources.

Other Professional Requirements

- Establish and maintain effective working relationships with professional colleagues and parents.
- Participate as required in meetings with professional colleagues and parents in respect of duties and responsibilities of the post.
- Be aware of the need to take responsibility for your own professional development.

Signed: Teacher

Signed: Headteacher

Date:

Review Date:

Person Specification

October 2018

Date

Primary Teacher – Penygarn Community Primary School

Post Title

Requirement	Essential or Desirable	How Tested (S) used at Shortlisting
Education/Qualifications/Knowledge		
1.1 Qualified teacher.	E	Application form (S)
1.2 T Cert, Cert Education, PGCE or First Degree	E	Application form (S)
Teaching and Learning		
2.1 Outstanding standards of teaching in KS2 and/or Foundation Phase	E	Application form (S)
2.2 Understanding of how to record and raise standards	E	Application form (S)
2.3 Up-to-date knowledge of Successful Futures and the DCF	E	Application form (S) Interview
2.4 Understanding of assessment techniques and pupil target setting.	E	Application form (S) Interview
2.5 Ability to articulate characteristics of effective teaching and learning for pupils of all abilities including pupils with ALN and MAT.	E	Application form (S) Interview
2.6 Ability to use positive Behaviour Management strategies to impact positively on pupil outcomes.	E	Application form (S) Interview
2.7 Ability to monitor, evaluate and improve teaching and learning.	E	Interview
2.8 Outstanding level of ICT knowledge and skills which are used effectively to enhance teaching and learning.	E	Application form (S) Interview

Requirement	Essential or Desirable	How Tested (S) used at Shortlisting
Skills and Attributes		
3.1 Excellent organisational skills.	E	Application Form / Interview

3.2	A high level of commitment.	E	Interview
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Requirement		Essential or Desirable	How Tested (S) used at Shortlisting
School Specific Needs			
4.1	Experience of engaging parents and pupils in learning.	E	Interview
4.2	Knowledge and understanding of safeguarding of children.	E	Interview
Accountability			
5.1	Ability to work as part of a team	E	Interview