



**GREENMOUNT PRIMARY SCHOOL, St Vincent's Road, Ryde, IOW, PO33 3PT**  
**Tel: 01983 562165      email: admin@greenmount.iow.sch.uk**

**HEADTEACHER: Mrs Rebecca Day**

**Job Title:                      Qualified Teacher**

**Role:**

To maintain the positive ethos and core values of the school, both inside and outside the classroom.

Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.

Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors and ensure that the current national conditions of employment for schoolteachers are met.

**Responsibilities:**

- Plan and lead teaching and learning for KS1 and KS2 children;
- Delivering effective intervention alongside other key staff;
- Implement agreed school policies and guidelines;
- Support initiatives decided by the Headteacher;
- Plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- Mark pupils' work regularly in accordance with the marking policy and ensure that children know how to improve their work by giving oral and/or written feedback;
- Be able to set clear targets, based on prior attainment, for pupils' learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- Report to parents on the development, progress and attainment of pupils;
- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- Participate in meetings which relate to the school's management, curriculum, administration or organisation;
- Communicate and co-operate with specialists from outside agencies;
- Lead, organise and direct support staff within the classroom;
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers;
- Be adaptive to a therapeutic classroom offer;
- Liaise with subject Leads to ensure teaching and learning of the core subjects is strong;
- Co-ordinate with the resourced unit teachers, to allow access to the main school provision for children;

**Essential skills**

- ✓ Qualified Teacher Status
- ✓ Experience of outdoor learning
- ✓ SEN experience (ASC would be preferred)
- ✓ Excellent communicator
- ✓ Good record keeper

## Other Responsibilities of the Role:

- Be aware of and comply with all policies and procedures relating to child protection, health, safety and security, confidentiality, equality and data protection.
- Maintain good practice regarding all aspects of child protection including updated safeguarding certification.
- Contribute to the overall ethos, values and aims of the school.
- Act as a team member, openly communicating with and supporting other team members.
- While clearly and quickly reporting any issues, be confidential with the information regarding the children, their families and other staff.
- Accompany children on visits, trips and outside activities as required.
- Assist in promoting equality of opportunity within the school.
- Any other duties as may be requested from time to time by the leadership team.

**Generic quality statement:** The Isle of Wight Council expects that its staff will adhere to its policies and procedures. All members of staff are expected to be familiar with procedures and undertake appropriate activities to support their learning and development.

**Safeguarding** - The Isle of Wight Council is committed to safeguarding and promoting the welfare of children and vulnerable adults and operates stringent safer recruitment practices including DBS and Social Media checks.

**Diversity and Equality** - All employees are expected to treat others with dignity and respect.

**Health and Safety** - The Isle of Wight Council has a duty to protect employees and all employees have a duty to protect themselves and others from harm as far as is reasonably practicable.

**Data Protection and ICT Security** – All employees are required to ensure that any information or data collected or input in to a Council system complies with the standards set out and any associated processes that are specific to an area of work.

*This job description is correct as at the date given. In consultation with the postholder it is liable to variation by management to reflect or anticipate changes to the job. As a term of employment the postholder may be required to undertake other duties in this post or, following consultation, any other post in any of the Isle of Wight Council's Directorates.*