

## Role Profile: Primary School Teacher/Science

### Purpose

To ensure the effective teaching of all pupils, helping them to develop both inside and outside the classroom. Support the policies and aims of the school and ensure the good social, emotional and physical development of every child.

### Key Accountabilities (6-8 max)

#### Standards and Quality Assurance

- Support the aims & ethos of the school
- Set a good example in terms of dress, punctuality & attendance
- To participate in meetings at the School which relate to the curriculum and organisation of the school and the pastoral care of the pupils
- To attend INSET days and staff meetings, parents' evenings and information evenings
- To supervise lunch sessions and other break duties as timetabled
- To plan, monitor and support the work in Prep

#### Teaching and Learning

- To be responsible for the education, welfare and personal care of pupils, having regard to the aims and objectives of Hendon Prep and Preschool School Policies
- To share in the responsibility for the discipline and pastoral care of the pupils, including the safeguarding and promoting of children's welfare
- To support the Hendon Prep Head Teacher, Senior Leadership Team, staff and other professionals in the preparation of schemes of work, lesson plans and School Policies
- To maintain good order and discipline among pupils and safeguard their health and safety, both on and off the school premises
- To create and maintain a safe, organised, tidy and stimulating class environment
- To deliver excellent science lessons using ISEB structure to KS2

#### Assessing and Reporting

- To assess, record, track and report on children's progress and attainment in line with School Policy
- To be responsible for maintaining the children's individual reports and profiles
- To be responsible for reporting to parents on the children's progress, as well as communicating and consulting with parents regularly
- Work within the Code of Practice relating to Special Educational Needs.

## Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy
- To engage in safeguarding training when required

## Person Specification

	Essential	Desirable
<b>Skills</b>	<ul style="list-style-type: none"> <li>✓ High standard of Science, English, Maths, IT Skills.</li> <li>✓ UK Qualified Teacher Status (QTS)</li> <li>✓ Familiar with KS2</li> </ul>	
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>✓ Excellent communication skills (oral, written and use of ICT);</li> <li>✓ Good organisational and administrative skills;</li> <li>✓ Create a stimulating learning environment</li> <li>✓ Ability to take the lead in supervising other supporting adults with the classroom.</li> <li>✓ Ability to work independently or as a member of a team.</li> </ul>	<ul style="list-style-type: none"> <li>✓ Awareness of Health &amp; Safety requirements and a thorough understanding of safeguarding.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>✓ An understanding of the nature of independent education and of the high expectations therein;</li> </ul>	
<b>Other</b>	<ul style="list-style-type: none"> <li>✓ A commitment to CPD</li> <li>✓ A willingness to work hard, with energy and enthusiasm, and be prepared to go 'the extra mile'.</li> <li>✓ Calmness and efficiency and the ability to work under pressure at certain times;</li> <li>✓ Positive outlook and sense of humour</li> </ul>	

## Key Stakeholders:

**Internal – SLT, staff, Pupils, parents**

**External – Cognita School Support Centre**

The Key Accountabilities listed above are not exhaustive and may be varied from time to time as dictated by the changing needs of Cognita. In this case, any significant changes or variations will be consulted with the post holder before undertaking these responsibilities.

**Signed:** .....

**Name (print):** .....

**Date:** .....