



## BATTYEFORD CE (VC) PRIMARY SCHOOL

Nab Lane, Mirfield WF14 9QH  
Email: [office@battysfordprimary.com](mailto:office@battysfordprimary.com)

Tel: **01924 495518**  
[www.battysfordprimary.com](http://www.battysfordprimary.com)

### **JOB DESCRIPTION**

**POST TITLE: KS1 or KS2 Teacher (Full time) Permanent**

**LOCATION Battysford CE (VC) Primary School**

**SALARY : MPS suitable for NQT's**

**RESPONSIBLE TO: Headteacher**

To have Qualified Teacher Status and to be responsible for carrying out the professional duties set out in the most recent Teachers' Pay and Conditions Document as directed by the Headteacher, within the context of the job description set out below.

### **RESPONSIBILITIES:**

1. To facilitate and encourage learning which enables pupils to achieve; to share responsibility for the wellbeing and education of all children.
2. To demonstrate a commitment to positive behaviour management throughout school, in line with the schools Behaviour Policy.
3. To jointly plan, deliver, monitor and evaluate programmes of education for a class of children, as allocated by the Headteacher
4. To maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy.

### **DUTIES**

To undertake professional duties including:

1. Working in partnership with support staff, students and other colleagues in school
2. To plan activities and experiences appropriate to the age, ability and individual needs of all pupils following Curriculum Guidance to ensure pupils receive a broad and balanced curriculum
3. Planning individually and as part of a team
4. Reviewing and maintaining resources and a high quality learning environment.
6. Recording pupils progress and attainments in accordance with school policy and maintaining relevant data tracking systems in line with the school Assessment Policy
7. To keep an up to date knowledge of the relevant National Curriculum and attend relevant INSET
8. To consult with the SENCO in developing Additional Needs Plans for pupils on the Special Needs Register when necessary
9. To provide written reports to: - Parents in accordance with statutory requirements.

### **PASTORAL**



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**growing and learning together**

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1. To be responsible for all children in school in line with the school's Safeguarding and pastoral support procedures
2. To care for the physical and emotional welfare of children, having high regard for health and safety and all aspects of Safeguarding in line with School and LA Policy both on school premises and elsewhere.
3. To establish and maintain positive relationships with parents and representatives from all support agencies
4. To report to the Designated Senior Person (DSP) or Deputy DSP any concerns regarding a child.

### GENERAL

1. To promote equal opportunities ensuring that, specifics of gender, race, class, ability and disability are treated in a positive and non-discriminatory manner
2. To adhere to safe working practices and to report any dangerous events or equipment to the relevant person
3. To carry out any other duties appropriate to the level expected of a teacher on standard scale relating to the efficient organisation of the school
4. To participate in Performance Management as required by Government Regulations
5. To be committed to ongoing personal development
6. To be prepared to take an active role within extra-curricular activities and support the whole school wider ethos.

### SAFEGUARDING

As part of your wider duties and responsibilities you are required to promote and actively support the Council's responsibilities towards safeguarding. Safeguarding is about keeping people safe and protecting them from harm, neglect, abuse and injury. It is about creating safe places, being vigilant and doing something about any concerns you might have. Safeguarding relates to everyone who may be vulnerable.



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<b>ATTRIBUTES</b>	<b>CRITERIA</b>	<b>HOW IDENTIFIED</b>	<b>RANK</b>
<b>RELEVANT EXPERIENCE</b>	1. Experience of effective teaching 2. Experience of working with children with additional needs. 3. Experience of using ICT effectively in the curriculum. 4. Experience of administering SATS	Application /Interview Application Application/interview Application/interview	A A A B
<b>EDUCATION AND TRAINING</b>	5. Qualified Teacher Status. 6. Recent in-service training.	Application Application	A A
<b>GENERAL AND SPECIAL KNOWLEDGE</b>	7. Knowledge of the curriculum and how to encourage learning through play developing children's curiosity and knowledge 8. An understanding of principles of effective teaching and learning within the applicable key stage 9. Knowledge of effective planning, assessment procedures and strategies	Application/Interview Application/Interview Application/Interview	A A A
<b>SKILLS AND ABILITIES</b>	10. Ability to use restorative practice and have a positive approach to behaviour management with young children. 11. Ability to create and organise an effective and stimulating learning environment to reflect the requirements of the curriculum. 12. Ability to offer a creative and enriched curriculum including developing children as partners in their own learning. 13. Able to work as part of a team and support non-teaching staff in developing their skills. 14. Ability to communicate with parents and carers and to work in partnership together to support children's learning.	Application/Interview Interview Application/Interview Application/Interview Application/Interview	A A A A A
<b>ADDITIONAL FACTORS</b>	15. Willing to contribute fully to the life of the school including extra-curricular activities. 16. To have a caring approach whilst having high expectations of self and all pupils 17. Keeping up to date with changes in the curriculum and developments in best practice.	Application/Interview Application/Interview Application/Interview	A A A

Please make sure that you demonstrate your ability to meet requirements of the job by giving clear, concise examples of how you meet each criteria on your application form. The letters A, B, and C in the Rank column refer to the importance we will give your answers when we read your application. You must have all the A's on day 1 to be able to do the job. If a large number of people apply for the post, we will only shortlist those who have the Bs and Cs as well as the As. We recognise and welcome our responsibility to remove any barriers in our Recruitment and Selection process for disabled people. We have tried to do this but if you have a disability and identify any barriers in the job description or employee specification, please tell us of these in your application. We are committed to making reasonable adjustments to the job wherever possible and it would help us to know your needs in order to do this.