

Job Description

DIRECTORATE:	Education & Family Support
DEPARTMENT:	Ogmore Vale Primary School
POST:	Teacher
GRADE OF POST:	Teacher Salary Scale
RESPONSIBLE TO:	Headteacher and Governing Body of Ogmore Vale Primary School

JOB PURPOSE:

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- To plan and prepare lessons in order to deliver coverage of the statutory curriculum.
- To teach pupils in their assigned groups according to their educational needs, including the setting and marking of work.
- To assist with the assessment, recording and reporting on the attendance, progress, development and attainment of assigned pupils and keeping such records as are required by the school's systems.
- Set high expectations for pupils' behaviour, and maintaining a good standard of discipline through well focused teaching, fostering positive relationships and implementing the school's behaviour policy.
- To manage the work of support staff in the classes.
- To undertake positive handling if and when required to ensure the safety and wellbeing of pupils and staff.
- To play a full part in the life of the school community, and supporting its ethos.
- Make records and reports on the personal and social needs of pupils and participate in relevant meetings.
- Provide or contribute to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

- Maintain good order and discipline among the pupils and safeguard their health and safety both when authorised to be on the school premises and when engaged in authorised activities elsewhere.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

Criminal Records Check

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

Person Specification

Teacher

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential

Attributes	Requirements	Essential	Method of Evaluation/ Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • Relevant teaching qualification • Registration with the General Teaching Council of Wales • A balanced programme of relevant courses undertaken with particular reference to literacy, numeracy, digital competency, attachment and trauma • Additional qualifications in Special Educational Needs, behaviour management or communication 	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Production of original Qualification Certificates and application form.</p>
Knowledge & Experience	<ul style="list-style-type: none"> • Experience of foundation phase practice • Experience of key stage 2 practice • Experience of working with pupils with Additional Learning Needs • Understanding of ALN reform • Understanding of support staff management 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>Interview, application form and selection process.</p>

	Significant experience of working with pupils with Additional Learning Needs		
Skills & Personal Qualities	<ul style="list-style-type: none"> • Ability to work to agreed targets and deadlines • Work under pressure • Ability to create a happy, challenging and effective learning environment • Undertaken action research to improve classroom practice • Flexibility in working as part of a team • Excellent interpersonal skills • Excellent organisational skills • Excellent communication skills • Good ICT skills • The ability to communicate through the medium of welsh. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	Interview, application form, and selection process.