



Oasis Academy Putney Job Description

CLASS TEACHERS

Responsible to: Principal

Salary: Inner London Pay Scale

RESPONSIBLE FOR: 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.

SALARY: MPS (plus Teachers Pension Scheme)

LOCATION: Oasis Academy Putney, London

WORKING PATTERN: Full-time and as described in the School Teachers' Pay and Conditions Document

DISCLOSURE LEVEL: Enhanced

JOB PURPOSE:

- ☐ To carry out the professional duties of a teacher and to have responsibility for an assigned class.
- ☐ To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.
- ☐ To ensure high quality education for all pupils in a designated class and improve the quality of learning and standards of achievement.
- ☐ To promote the aims and objectives of the academy and maintain its philosophy of education.

Main Duties and Responsibilities

Teacher's duties:

- ☐ To create and manage a caring, supportive, purposeful and stimulating environment conducive to children's learning.
- ☐ To plan and prepare lessons in order to deliver the National Curriculum and bespoke academy curriculum, ensuring breadth and balance in all subjects.
- ☐ To plan and deliver a creative, responsive and appropriate curriculum for the profile of learners in your class.

- ☐ To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- ☐ To strongly develop basic skills in Language and Mathematics, ensuring at least good progress.
- ☐ To maintain good order and discipline among the pupils, safeguarding their health and safety.
- ☐ To organise and manage groups or individual pupils, ensuring differentiation of learning needs reflecting all abilities.
- ☐ To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- ☐ To support inwardly mobile pupils through baseline assessment, knowledge of pupil records and appropriate pastoral and teaching support.
- ☐ To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- ☐ To prepare appropriate records for the transfer of pupils.
- ☐ To ensure effective use of support staff within the classroom, including parent helpers.
- ☐ To participate in staff meetings as required.
- ☐ To contribute to the development and co-ordination of a particular area of the curriculum.
- ☐ To be part of a whole academy team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- ☐ To ensure that academy policies are reflected in daily practice.
- ☐ To communicate and consult with parents over all aspects of their children's education - academic, social and emotional.

- ☐ To liaise with outside agencies when appropriate e.g. Educational Psychologist.
- ☐ To meet individual needs of all groups of pupils.
- ☐ To undertake continuing professional development, maintaining a portfolio of training undertaken.
- ☐ To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- ☐ To support the Principal and leadership team in promoting the ethos of the academy.
- ☐ To promote the welfare of children and to support the academy in safeguarding children through relevant policies and procedures.
- ☐ To promote equality as an integral part of the role and treat everyone with fairness and dignity.
- ☐ To recognise health and safety as a responsibility of every employee. To take reasonable care of self and others and to comply with the Academy's Health and Safety policy and any academy-specific procedures / rules that apply to this role.

Accountability

1. Teachers are responsible to the Principal
2. Teachers are accountable to parents/carers and are in loco parentis when engaged in authorised school activities.
3. Teachers are responsible for the curriculum they provide which should reflect Academy schemes of work.

Equal Opportunities

To take responsibility, appropriate to the post for tackling racism and promoting good race, ethnic and community relations.

Safeguarding

To have a due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the Academy, Local Authority and Oasis.

Health and Safety

To work in compliance with the School's Health and Safety policies and under the Health and Safety at Work Act (1974), ensuring the safety of all parties with whom contact is made, such as members of the public, in premises or sites controlled by the school.

To ensure compliance of procedures are observed at all times under the provision of safe systems of work through a safe and healthy environment and including such information, training instruction and supervision as necessary to accomplish those goals.

Data Protection

When working with computerised systems to be completely aware of responsibilities at all times under the Data protection Act 1984 for the security, accuracy, and significance of personal data held on such systems.

Safeguarding children and young people

Oasis is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including an enhanced DBS check.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

PERSON SPECIFICATION

CLASS TEACHER

Essential

1. Qualifications.
2. Qualified Teacher Status
3. Primary Training

Experience

4. Experience of Primary teaching in an inner London school.
5. Evidence of using and being able to develop planning and assessment procedures.
6. Experience of working as part of a team.

Knowledge, Skills and Competencies

7. Knowledge and experience of the characteristics of high quality teaching and the willingness to adopt new strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
8. Ability to identify, take direction and respond to key issues affecting children's performance in progress.
9. Ability to set achievable targets and raise standards, and maintain good planning and assessment procedures.
10. Good understanding of issues associated with Inner City schools and commitment to promoting equality of opportunity in all aspects of school life.
11. Knowledge of the legal requirements of the National Curriculum and the Foundation Stage.
12. Ability to communicate effectively both orally and in writing with pupils, parents/carers, staff and the wider community
13. Ability to organise own workload effectively.

Personal Attributes

Aptitude to work as part of a team whilst being self-motivated and action orientated.

Commitment, enthusiasm and energy to undertake the duties of this post.

Commitment to Oasis Core Values.