



St Paul's CofE Junior School Job Description –PPA Teacher

School:	St Paul's Church of England Junior School
Responsible to:	Headteacher
Grade:	MPS/UPS

Purpose

To release colleagues and perform all the duties and tasks expected of a class teacher during PPA time as set out in the current School Teachers' Pay and Conditions document.

Main Duties

1. Curriculum Planning and Provision

- Work with colleagues to ensure lessons are appropriately planned and differentiated for the needs of all pupils.
- Monitor and evaluate the curriculum and review planning, assessment, record keeping and reporting procedures as and when requested.

2. Learning and Teaching

- Employ a range of suitable learning and teaching strategies and styles to ensure effective learning of all pupils.
- Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising levels of attainment.
- Ensure efficient use and maintenance of all learning resources, developing new resources if necessary.
- Ensure the effective deployment of teaching assistant support in the classroom.
- Feedback in a timely fashion to class teachers.
- Create and maintain an orderly, safe, stimulating and informative classroom environment where children feel part of a community. Take care of the presentation and maintenance of the school environment and encourage others to do so.
- Have knowledge and understanding of, and maintain good practice and implement changes in accordance with developments in educational theory and practice.

3. Pastoral Care

- Maintain the positive ethos of the school both inside and outside of the classroom in support of the school's policies.
- Maintain a system of rewards and sanctions which is in line with school policy and is understood and appreciated by pupils and parents.
- Ensure the health and safety of all children on school premises and when involved in educational visits, off site activities etc.
- Ensure that Safeguarding procedures are understood and fully implemented.

4. Performance Management and Professional Development

- Participate in staff and team meetings and on-going professional development.
- Participate in the annual Performance Management review for your own appraisal.





St Paul's CofE Junior School Person Specification – PPA Teacher

When completing your application, please ensure you provide clear examples of how you meet the essential and desirable criteria.

Attributes	Essential	How measured	Desirable	How measured
Experience	Teaching across age range and an exemplary practitioner and role model.	1, 2, 5		
	Proven experience of accurate and effective teacher assessment and the ability to set and meet challenging pupil targets.			
	Planning and managing the work of classroom assistants / learning support assistants.	1, 2		
	An excellent understanding of the requirements of the new KS2 National Curriculum.	1, 2		
	Knowledge of the new SEND Code of Practice	1, 2		
Skills / abilities	Able to communicate with a variety of stakeholders – pupils, governors, colleagues, parents, community, external agencies.	2, 3		
	Ability to be an excellent role model for positive behaviour management.	3, 5	An excellent understanding of behaviour management strategies.	2, 3
	Ability to use IT effectively to support both the curriculum and work organization.	1, 2, 5		
	Ability to work as part of, and contribute to a whole school team.	1, 2, 5		
	Experience of data analysis and the use of data to monitor pupil progress.	1, 2		
	Ability to deliver consistently high quality lessons, evaluate the impact and develop future planning accordingly.	1, 2, 5		
Inclusion	Demonstrable commitment to inclusive teaching and learning.	1, 2, 5		
	Awareness and understanding of the effects of discrimination on pupils, parents, colleagues and policy.	1, 2		
Education and Training	Qualified Teacher Status	4		
	Evidence of ongoing continuing professional development.	4		
Personal Qualities	Well organised with the ability to prioritise effectively.	5		
	A good sense of humour.	2, 3, 5		
	Commitment to supporting and upholding the Christian values and ethos of our school			

Essential ~ without which a candidate would be rejected. Desirable ~ useful for choosing between two strong candidates

Measure ~ 1 = Application Form 2 = Interview 3 = Practical Exercises 4 = Proof of Qualification 5 = Evidence from Referees.

We will consider any reasonable adjustments under the terms of the Equality Act 2010 to enable an applicant with a disability to meet the requirements of the post.