St Mark's Catholic Primary School

Job Description: Key Stage 2 Part-Time Teacher

Location: St Mark's Catholic Primary School, Stone Lodge Lane, Ipswich, IP2 9HN
Salary: Main Pay Scale (MPS)
Contract: Part-Time 0.4-0.6 to be agreed
Responsible to: Head of School / Executive Principal

Purpose of the Role

To provide high-quality teaching and learning for pupils within Key Stage 2, enabling all children to achieve their full potential academically, socially, emotionally and spiritually. The postholder will actively contribute to the Catholic life and ethos of St Mark's Catholic Primary School and uphold the highest standards of professional practice in accordance with the Teachers' Standards (2012).

Catholic Ethos

St Mark's is a Catholic school and our mission, values and daily practice are rooted in the teachings of Jesus Christ. The successful candidate will:

- Support and promote the Catholic ethos and mission of the school.
- Contribute positively to the spiritual, moral and religious development of pupils.
- Act as a role model, demonstrating the school's values through professional conduct and relationships.
- Participate in collective worship, liturgies and other aspects of school life as appropriate.

Key Responsibilities

1. Teaching and Learning

The postholder will:

- Plan, prepare and deliver engaging, challenging and inclusive lessons in line with the National Curriculum.
- Set high expectations which inspire, motivate and challenge all pupils.
- Build learning sequentially on prior knowledge and understanding.

- Differentiate learning to meet the needs of all pupils, including those with SEND, EAL and higher prior attainment.
- Promote excellent standards of literacy, communication and presentation across the curriculum.
- Foster pupils' curiosity, independence and love of learning.
- Use a range of effective teaching strategies, questioning techniques and resources to maximise learning.
- Maintain high expectations of effort, achievement and behaviour.
- Ensure effective use of teaching time and classroom resources.

2. Assessment and Pupil Progress

The postholder will:

- Assess, record and monitor pupils' attainment and progress accurately.
- Use formative and summative assessment effectively to inform planning and teaching.
- Set ambitious yet achievable targets for pupils.
- Provide timely and constructive feedback in accordance with school policy.
- Analyse assessment information to identify strengths, barriers and next steps for learning.
- Ensure all pupils make good progress from their starting points.

3. Inclusion and Personal Development

The postholder will:

- Create a safe, nurturing and inclusive learning environment.
- Promote pupils' wellbeing, safeguarding and personal development.
- Support pupils in developing resilience, independence and positive attitudes to learning.
- Adapt teaching appropriately to meet a range of learning, social and emotional needs.
- Work closely with the SENDCo and other professionals to support identified pupils.

4. Behaviour and Relationships

The postholder will:

- Establish positive, respectful relationships with pupils.
- Implement the school's behaviour policy consistently and fairly.
- Maintain high standards of behaviour and conduct both in the classroom and around the school.
- Create an orderly and purposeful learning environment where all pupils feel valued and respected.

5. Working with Parents and the School Community

The postholder will:

- Develop positive and professional relationships with parents and carers.
- Communicate effectively regarding pupils' attainment, progress and wellbeing.
- Prepare reports and attend parent consultation meetings as required.
- Contribute positively to the wider life of the school and parish community.

6. Professional Responsibilities

The postholder will:

- Fulfil all responsibilities outlined in the Teachers' Standards.
- Work collaboratively with colleagues and support staff.
- Attend staff meetings, training and professional development activities relevant to the role and contracted hours.
- Contribute to curriculum development and school improvement priorities.
- Reflect on and continually improve professional practice.
- Operate at all times within school policies and procedures.
- Undertake any other duties reasonably requested by the Head of School.

Subject Leadership

As part of a curriculum responsibility the postholder will:

- Lead and monitor standards within the designated subject area.
- Contribute to school improvement planning.
- Monitor pupil achievement and quality of provision.
- Support colleagues through sharing expertise and good practice.
- Ensure resources are effectively organised and maintained.

Safeguarding

St Mark's Catholic Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. The successful applicant will be required to undertake an enhanced DBS check and comply with all safeguarding policies and procedures.

Review

This job description reflects the responsibilities of the post at the time of writing. It may be reviewed and amended following consultation to reflect the evolving needs of the school.