



**ST EDMUND'S COLLEGE  
& PREP SCHOOL**

**Job Description**

*Rooted in Christ and Catholic tradition and under the guidance of its patron, St Edmund's aims to realise the God-given potential, in body, mind and spirit, of all members of its community through service and leadership.*

*Avita Pro Fide !*

*The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

Role title:	<b>Key Stage 2 Teacher</b>
Reporting to:	<b>Prep School Headmaster</b>
Hours:	Term Time hours are 8.30am until 4.30pm, Monday to Friday.
Salary:	The salary for the post will be dependent upon experience and in accordance with the St Edmund's Pay Scale
Summary of the role:	Teach allocated pupils by planning their teaching to achieve progression of learning
Main duties and responsibilities:	<p>Teach allocated pupils by planning their teaching to achieve progression of learning through:</p> <ul style="list-style-type: none"> <li>• identifying clear teaching objectives and specifying how they will be taught and assessed;</li> <li>• setting tasks which challenge pupils and ensure high levels of interest;</li> <li>• setting appropriate and demanding expectations;</li> <li>• setting clear targets, building on prior attainment;</li> <li>• identifying SEN or very able pupils;</li> <li>• providing clear structures for lessons maintaining pace, motivation and challenge; independent learning, good questioning;</li> <li>• making effective use of assessment and ensure coverage of programmes of study;</li> <li>• ensuring effective teaching and best use of available time;</li> <li>• monitoring and intervening to ensure sound learning and discipline;</li> <li>• using a variety of teaching methods to:               <ol style="list-style-type: none"> <li>i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary</li> <li>ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions</li> <li>iii. select appropriate learning resources and develop study skills through library, I.C.T. and other sources;</li> <li>iv. To understand the Programme for Learning with the Independent Curriculum</li> </ol> </li> <li>• ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;</li> <li>• evaluate their own teaching critically to improve effectiveness;</li> </ul>
Line management duties and responsibilities	<ul style="list-style-type: none"> <li>• You may also be required to undertake other duties of an appropriate level and nature as and when requested by the Headmaster, Senior Leadership Team and Head of Department.</li> </ul>

***The College is committed to safeguarding the welfare of children, therefore, all candidates will be required to undergo an Enhanced DBS check.***

***We may take up references, before short-listing has taken place, which will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications.***