

OXFORD GROVE PRIMARY SCHOOL

Job Description

2026-2027

Conditions of Employment.

The appointment is subject to the current Pay and Conditions Document (2025), the 2012 School Teacher Standards, the required standards for Qualified Teacher Status and other current legislation. Demonstrate consistently high standards of personal and professional conduct.

POST: Teacher

AREAS OF RESPONSIBILITY: To be negotiated

Specific Duties:

- To be aware of the social needs of our children and to act with understanding and compassion.
- To assume direct concern for the academic / moral / spiritual and physical development of children in your care.
- To be responsible for implementing all aspects of the school's policies within the classroom situation.
- To be a leading member of the staff team in developing, monitoring and evaluating work, setting targets and raising standards of achievement for all pupils.
- To assume responsibility for liaison with, and delegation of work to, support staff and helpers.
- To work closely and plan with other teachers and support staff.
- To assume general responsibility for the demeanour and behaviour of all the children in school and be directly responsible for the discipline of the children in your class.
- To liaise with other teachers and participate in the organisation and smooth running of the three departments.
- To promote equality and value diversity by offering an inclusive experience to all children and challenging behaviours and processes which do not positively promote our aims and ethos.
- To undertake such professional duties as the Headteacher (or Senior Leader) shall direct from time to time.
- To be available to parents for advice and support.
- To actively encourage parents to be involved with their child's learning and behaviour and to develop a working partnership between the school, the parents and the children. This includes the setting and marking of Homework in line with the school policy and the agreed class timetable.

Specific Duties: Subject Leadership – To be negotiated

- To co-ordinate the implementation of the school's policy with the aim of improving performance across the age range.
- To monitor the impact of the policy through the regular judgement of progress and standards across the school identified through the scrutiny of teacher's planning, observation of pupil response and output and analysis / verification of teacher assessments.
- To work with the Assessment Co-ordinator in devising and implementing a revised system of assessment to provide meaningful attainment judgements with clear reference to age related expectations and those working below and above.
- To ensure the curriculum for the designated subject area provides appropriate 'challenge' for all pupils including the more able.
- To determine appropriate development targets for inclusion in the action plan for the subject area and to drive targeted improvements in this area across the school, holding colleagues to account and reporting termly to the governing board on progress towards the identified actions.
- To manage the delegated budget for this area ensuring the provision of the basic equipment required to deliver the curriculum and improve the computing resource bases year on year.
- To offer professional guidance and support to colleagues in their delivery of the curriculum and identified whole school INSET.
- To contribute to the school's achievement of improvement in the key priority areas identified in the School Development Plan.

Personal Development

To keep up to date with the requirements of the job by attending relevant courses and training sessions identified in liaison with your line manager and through the school's professional development procedures. To attend all staff and key stage meetings.

To maintain and regularly update your Professional Development Portfolio

To contribute to the school's achievement of improvements in the key priority areas of the School Development Plan.

To make every effort to access development opportunities and ensure you spend time with your leader identifying your development needs through your personal development plan. To be ready to share learning with others.

ORGANISATIONAL COMPETENCIES

Personal and Professional Conduct

All staff uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school

Parent & Pupil Care

To provide quality services that are what our parents & pupils want and need. To give them the opportunity to comment or complain if they need to. To work with parents & pupils and do what needs to be done to meet their needs. To inform your manager about what they say in relation to the services delivered.

Promoting Equality and Valuing Diversity

To work in line with the Single Equality Act. Listen, support and monitor the diverse contributions made to the development of our service without prejudice.

Challenge behaviours and processes which do not positively advance the diversity agenda whilst being prepared to accept feedback about own behaviour.

Recognise people's strengths, aspirations and abilities and help to develop their potential.
Understand how Valuing Diversity can improve our ability to deliver better services and reduce disadvantage.
To promote and participate in the council's work to eliminate discrimination; advance Equality of Opportunity and foster good relations between our diverse communities.

British Values – to promote British Values through the full range of the school's activities.

Developing Self and Others

Be willing to share learning and encourage others to do the same.
Listen to others and respond to their needs. Strive for improvement and take responsibility for your own development. Be self-confident and lead by example

Health and Safety

Ability to identify any risk to yourself and others when undertaking work activities and pursue the appropriate actions needed to minimise risk.

Confidentiality

Acknowledge the need to maintain confidentiality at all times and to become aware of the National, Corporate and school policies on confidentiality, and the management and sharing of information.

Energy Efficiency

Be aware of the energy efficiency issues in own area of work and throughout the organisation.

Safer Recruitment – The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

The job description may be amended at any time following discussion between the Head teacher and member of staff, and will be reviewed annually.