Ark Dickens Primary Academy

# Job Description: Primary Teacher (Maternity Cover)

**Reporting to:** Assistant Headteacher
**Location:** Ark Dickens Primary, Portsmouth, PO1 4PN
**Start date:** January 2027
**Contract:** Fixed Term
**Working Pattern:** Full Time
**Salary:** Ark Main Scale M1-M6 dependent on experience

**The Role**
You will be instrumental in our mission to provide every pupil a great education and real choices in life, regardless of their background. As a passionate practitioner, you will deliver high-quality, rigorous lessons that drive achievement and inspire a love of learning that extends beyond the classroom.

## Key Responsibilities

- Provide a nurturing classroom climate and school environment that helps pupils to develop as learners.
- Help to maintain positive culture across the whole academy.
- Set high expectations so that all pupils are inspired, motivated and challenged to reach their full potential and in doing so meet their progress and attainment targets.
- Plan and teach well-structured, differentiated lessons that are aligned to the agreed curriculum and cultivate every pupil's intellectual curiosity.
- Use data to inform teaching and learning, identify areas for intervention and provide feedback to pupils, staff and families in order to ensure progress and outcomes.
- Manage behaviour effectively to create a safe, respectful and nurturing environment enabling pupils to focus on learning.
- Work collaboratively with both school and network colleagues as a committed team member, building successful, high performing teams.
- Participate actively throughout the network, by attending relevant meetings, and, as appropriate, delivering network-wide training and initiatives.
- Work with colleagues, pupils and families to develop a strong school community.

**Teaching and Learning**
- Enrich the curriculum with trips and visits to enhance the learning experience of all pupils.
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment.
- Use regular assessments to set targets for pupils, monitor pupil progress and respond accordingly to the results of such monitoring.
- Produce oral and written assessments, reports and references relating to individual and groups of pupils.

- Develop plans and processes for the classroom with measurable results and evaluate those results to make improvements in pupil achievement.
- Ensure that all pupils achieve at least 'at chronological age level' or, if well below level, make significant and continuing progress towards achieving 'at chronological age level'.
- Maintain regular and productive communication with pupils, parents and carers, to report on progress, sanctions and rewards and all other communications.
- Direct and supervise support staff assigned to lessons and when required participate in related recruitment and selection activities.
- Implement and adhere to the academies behaviour management policy, ensuring the health and well-being of pupils is maintained at all times.
- Participate in preparing pupils for external examinations.

**Academy Culture**

- Support the academies' values and ethos by contributing to the development and implementation of policies practices and procedures.
- Help create a strong academy community, characterised by consistent, orderly behaviour and caring, respectful relationships.
- Help develop a culture and ethos that is utterly committed to achievement.
- Be active in issues of pupil welfare and support.
- Support and work in collaboration with colleagues and other professional in and beyond. the school, covering lessons and providing other support as required.

**Other**

- Actively promote the safety and welfare of our children and young people.
- Ensure compliance with Ark's data protection rules and procedures.
- Liaise with colleagues and external contacts at all levels of seniority with confidence, tact and diplomacy.
- Work with Ark Central and other academies in the Ark network, to establish good practice throughout the network, offering support where required.

This job description is not an exhaustive list, and you will be expected to carry out any other reasonable tasks as directed by your line manager.

## Person Specification

**Qualification Criteria**

- Qualified to teach and work in the UK.
- Qualified to degree level or above.

**Knowledge, Skills and Experience**

- Demonstrable commitment to raising attainment of all pupils in a challenging classroom environment.
- Excellent understanding of both subject and general teaching pedagogy.

- Knowledge of the national primary education system, the primary curriculum, particularly the English and maths programme of study, and the changing face of assessment.
- Effective and systematic behaviour management.
- Be or demonstrate the potential to become an outstanding teacher.

**Behaviours**

- Genuine passion for and a belief in the potential of every pupil.
- A robust awareness of keeping children safe, noticing safeguarding and welfare concerns, and you understand how and when to take appropriate action.
- Deep commitment to Ark's mission of providing an excellent education to every pupil, regardless of background.
- Excellent interpersonal, planning and organisational skills.
- Resilient, motivated and committed to achieving excellence.
- Reflective and proactive in seeking feedback to constantly improve practice.
- Commitment to regular and on-going professional development and training to establish outstanding classroom practice.
- Commitment to and understanding of professionalism in line with the National Teaching Standards.

**Other**

- Commitment to equality of opportunity and the safeguarding and welfare of all pupils.
- Willingness to undertake training.
- This post is subject to an enhanced DBS check.

***Safeguarding statement:***

*Ark is committed to safeguarding and promoting the welfare of children and young people in its academies. In order to meet this responsibility, its academies follow a rigorous selection process to discourage and screen out unsuitable applicants.*

*Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark's safer recruitment process, please click this* ***link.***