



## THE MEADOWS SCHOOL

### JOB DESCRIPTION FOR TEACHERS

School/Service: **The Meadows School**

Post Title: **Teacher**

Salary: **Teachers Main scale/ Upper Pay Spine/ plus SEN 1 allowance.**

The post holder is immediately responsible to: - Head of Key Stage

#### **Job Summary:**

All teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions Document (STPCD). Teachers should also have due regard to the current Teacher Standards. Teachers' performance will be assessed against the teacher standards as part of the appraisal process relevant to their role in school.

#### **Main Duties & Responsibilities:**

##### **Behaviour and Safety**

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect maintaining good relationships with pupils and demonstrating a positive role model
- Manage classes effectively, using strategies which are appropriate to pupils' SEND in order to inspire, motivate and challenge pupils promoting positive pupil behaviour in accordance with the school behaviour policy
- Be responsible for promoting and safeguarding the welfare of the students within the school, raising any concerns following school protocol/procedures

##### **Teaching:**

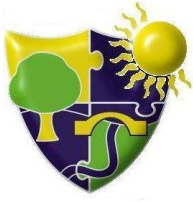
- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher
- To plan and deliver a creative curriculum that meets the needs of individual students
- Be accountable for the attainment, progress and outcomes of pupils' you teach
- To ensure that Behaviour Management systems, Rewards, and Sanction procedures are implemented to ensure effective teaching takes place.

- To foster excellent relationships with families
- To work collaboratively with multi-agencies
- Adhere to the school's assessment & monitoring policy, making accurate and productive use of assessment to monitor progress, plan subsequent lessons to secure pupil progress
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
- Regularly review the effectiveness of your teaching and assessment procedures and its impact on student's progress, attainment and well-being, refining your approaches where necessary.
- Be responsible for improving your teaching through participating in CPD opportunities identified by the school or developed as an outcome of your appraisal

Additional Duties:

- To play a lead role in the life of the school community, to support its distinctive mission ethos and to act as a role model to ensure and encourage staff and students to follow this example.
- To undertake any other duty as specified by STPCD not mentioned above.
- Employees are expected to be courteous to colleagues and provide a welcoming environment to those who come into contact with the school.
- To carry out the responsibilities of the post with due regard to the school's policies, organisation and arrangements, including (but not exclusively) those relating to Safeguarding, Health and Safety at Work, Data Security & Confidentiality and Equality.
- To perform such other duties as may be required from time to time.

**The Meadows School expects all its employees to share its commitment to safeguarding and the welfare of its pupils. Your attention is drawn to the details of our Safer Recruitment process and the rigorous pre-employment checking that we will undertake in order to demonstrate that commitment.**



Sandwell Metropolitan Borough Council

**APPOINTMENT OF TEACHING STAFF  
PERSONNEL SPECIFICATION**

Post title: Teacher	School: The Meadows School	Completed by: Headteacher Date: 3rd April 2025
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	<b>Essential</b>	<b>Desirable</b>
Experience	<ul style="list-style-type: none"> <li>• Qualified Teacher Status or equivalent QTLS</li> <li>• Awareness of safeguarding procedures in schools</li> </ul>	<ul style="list-style-type: none"> <li>• PEC's</li> <li>• Makaton</li> <li>• Additional subject qualification or training</li> <li>• Work with pupils with severe and complex needs</li> <li>• Work with pupils on the Autistic Spectrum</li> </ul>
Personal qualities	<ul style="list-style-type: none"> <li>• Team player</li> <li>• Creative thinker</li> <li>• Excellent personal and inter-personal skills</li> <li>• Solution focussed</li> </ul>	
Skills	<ul style="list-style-type: none"> <li>• Proven excellence in the classroom</li> <li>• Proven ability to use a range of teaching learning styles</li> <li>• Good communication skills</li> <li>• Confidence with a range of ICT</li> <li>• Able to work with other staff in the teaching environment</li> <li>• Able to focus on solutions</li> <li>• Able to prioritise and manage time</li> </ul>	
Legal Requirements	<ul style="list-style-type: none"> <li>• The successful applicant will be required to undertake an enhanced DBS – Regulated Activity check and any other necessary checks by the Local Authority.</li> </ul>	