

LOWDHAM C.E. AIDED PRIMARY SCHOOL

Information about the school and the post:

The village of Lowdham is vibrant and busy. It is well serviced by shops, a post office, the churches, regular buses, childcare settings a vast array of social and leisure activities for all ages. The Bookcase is known nationally.

We have 198 on roll with waiting lists for some year groups. Our Reception children begin school as one intake of 30 in the September of the year in which they reach five. After visits during the Summer term prior to this, they begin in September attending for mornings, but build up to lunchtimes and full time within a few weeks. The Reception class is supported by a full time Teaching Assistant.

At Lowdham C of E School we have:-

- Friendly, well behaved, motivated children;
- An established reputation for achieving high standards
- A committed, dedicated staff and Governing Body
- An attractive, well resourced learning environment with interactive whiteboards in every classroom

We are a popular, very successful school with supportive parents and a strong, experienced staff team. Why not visit our school website:www.lowdhamprimaryschool.co.uk, where you will find evidence of our busy school life. We have links with Creative Partnerships, the TRAWL project (Teaching Reading and Writing Links) - we are a 'hub' school training other schools in association with Nottingham Trent University and work with our Family of schools. In the last year we have achieved Gold Healthy School status, the Eco School Green Flag Award and Investors in People. Our links with the community are excellent.

'Excellence and Enjoyment' are central to our philosophy and we have redesigned our curriculum through school to develop links for learning. We use many visits and visitors for enrichment. Our children are encouraged to support each other and we have well established 'Playground Friends' and recently trained 'Young Sports' Leaders'. Extra curricular opportunities are diverse and we have a variety of sports, sewing, choir and orchestra. Over 50 children learn a musical instrument.

JOB DESCRIPTION FOR THE POST OF FOUNDATION TEACHER: MPS (Maternity Cover 2010)

The Foundation teacher is responsible to the Head Teacher and the Governors of the School. S/he is required to work to the conditions of the **School Teachers' Pay & Conditions Document as annually updated.**

S/he plays an important role within the agreed staff structure and is a key figure in supporting all staff in Foundation, whilst liaising closely with a variety of Early Years' settings in the community and facilitating transition into Key Stage 1. S/he works in partnership with the Senior Management Team, participating in school administration and sharing in every aspect of school life ensuring Lowdham offers a safe, secure and caring environment which values achievement and sets high expectations.

RELATIONSHIPS AND MOTIVATION

1. To maintain high professional standards by setting a personal example in teaching commitment, relationships and motivation.
2. Support and encourage all teaching and non-teaching staff, and children, showing concern for their welfare.
3. To help create an atmosphere of enthusiasm, team spirit and a willingness to respond positively to all situations.
4. To work with the Head Teacher, Governors, Staff, Parents in determining the ethos, values and overall purposes of the school.
5. Promote the school's Christian ethos to parents, visitors, Governors and the community.
6. To promote equal opportunities, and to celebrate and develop cultural diversity within the school community.

PLANNING

1. To work closely with the Head and colleagues in the planning and implementing of the School Development Plan.
2. To share in the planning of resources and activities to meet the aims of the plan, especially with regard to Foundation Stage.

MONITORING AND EVALUATION

1. To share in the task of monitoring and evaluating the curriculum and the children's learning and to contribute to the SEF, particularly with regard to the Foundation Stage.
2. To share in monitoring the effectiveness of duties carried out by staff in the Foundation Stage.
3. To consider the overall educational environment of the building including displays, equipment, tidiness, health and safety.

TRAINING AND PROFESSIONAL DEVELOPMENT

1. To undergo appropriate training.
2. To foster professional staff development and actively support all members of staff in their individual roles and responsibilities, giving appropriate advice and feedback as required.
3. To support students on placement in Foundation through appropriate guidance and training.

INNOVATION

1. To lead and participate in the development of new ideas in curriculum.
2. Set an excellent example to others by enthusiastic support for on-going activities.
3. Use initiative in order to support and develop innovations which would benefit the school.

JOB SPECIFIC DUTIES

1. To carry out such duties/tasks as are agreed to be appropriate to the nature of the post. Curriculum responsibilities to be mutually negotiated.

Please note : this outline Job Description is aimed at helping prospective applicants gain an insight into the post at Lowdham C.E. Aided School.

The Job Description will be negotiated with the successful applicant, taking into account his/her strengths, balanced with the needs of the School.