



## JOB DESCRIPTION – KS2 ENGLISH TEACHER & ENGLISH LEAD

**Accountable to:** Head Teacher

**Responsible to:** Deputy Head

**Key Responsibilities:** Pastoral and academic oversight of a class. Teaching the core subjects and any other teaching responsibility.

***Safeguarding Statement: Safeguarding is Everyone's Responsibility***

*Lyndhurst School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.*

**Experience:** Qualified Teacher – KS1 / KS2

**Salary:** £35,000

**Hours:** Your normal working hours will fall between the school's opening times of 08:00 to 18:00 during term time only (34 weeks per year), plus INSET days as required.

**Benefits:**

- Teachers' Pension Scheme
- Longer holidays (17 weeks!)
- Small class sizes with a maximum of 16-18 in a class
- Family feel/environment
- Potential for positions of responsibility and career growth
- Complimentary lunches
- Staff social events
- Generous PPA/ non-contact time

**Key Duties and Responsibilities:**

**Teaching and Learning**

- Provide high-quality, inspiring teaching of English within KS2, ensuring lessons are engaging, inclusive, and meet the needs of all learners.
- Plan, prepare, and deliver well-structured English lessons, making appropriate planning available and ensuring progression across KS2.
- Lead and oversee the teaching of English across the school, promoting excellence and consistency in reading, writing, and oracy from EYFS to Year 6.
- Take responsibility for the development and implementation of a cohesive phonics programme in EYFS and KS1, ensuring strong foundations in early reading.
- Actively contribute to and lead curriculum development in English, ensuring it is ambitious, well-sequenced, and aligned with the school's vision.



- Prepare pupils in Years 4, 5, and 6 for entrance examinations, developing their confidence, skills, and academic resilience.
- Teach an additional subject, as required, to meet timetable needs and contribute to the wider curriculum.
- Maintain and model an organised, stimulating, and language-rich learning environment that promotes a love of reading and writing.
- Use assessment effectively to inform planning, track progress, and ensure all pupils are appropriately supported and challenged.
- Build strong, professional relationships with parents, communicating clearly and honestly about pupils' progress and attainment in English.
- Work collaboratively with colleagues to ensure consistency, share best practice, and support high standards of teaching and learning across the school.

### **Pastoral Care**

- Be a positive role model to all, reflecting the school's values and aims.
- Liaise with and report to Deputy Head on issues pertaining to the well-being of all pupils.
- Be the first line of implementation of the School Behaviour Positive Policy and Anti-bullying Policy, responding to and recording appropriately incidents.
- Encourage pupils to value and celebrate everyone's achievements.
- Be a form tutor for a year group within KS2

### **Health and Safety**

- Maintain a safe learning environment.
- Complete relevant documentation and training as required.
- Under the Health & Safety at Work Act all employees are required to take reasonable care for his/her own health and safety
- Follow and implement the School's Health & Safety policy.

### **General Duties**

- Cover lessons and other duties as required.
- Undertake administration duties.
- Participate in the school's after school care programme.
- Contribute to the wider life of the school.
- Implement all school Policies, paying particular attention to Safeguarding.
- To participate in lesson evaluation by peers and the Deputy Head, following the set protocols
- To attend INSET training as required
- To undergo any other training as reasonably required
- To participate in appraisal meetings with whichever staff member the Head designates to oversee individual staff appraisals



## **Professional Standards**

- Participate in the school's professional review process.
- To welcome prospective parents and visitors into lessons (with the Head or a member of staff designated by them) at any reasonable time
- Continually self-reflective on teaching and professional standards.
- Keep up to date with current educational developments.
- Extend and update personal ICT skills.
- Attend internal and external, staff meetings training courses and INSET.
- To follow all policies, protocols, procedures and regulations as stated in the staff code of conduct
- To maintain professional dress and appearance.
- To maintain mannerly and professional spoken and written relationships with all colleagues.
- To be publicly supportive of the School's mission, aims and aspirations.

*For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have contractual effect.*