

PRIMARY SCHOOL TEACHERS

OVERVIEW

Primary School teachers are responsible for the provision of a quality learning program within a safe and effective learning environment for students in their classes and the School as a whole.

1. KEY RELATIONSHIPS

Primary School Teachers ultimately report to the Principal through the Head of Primary School via their Head of Stage and other senior staff in the Primary School.

2. RESPONSIBILITIES

- 2.1 With the Heads of Stage, collaborate to develop high quality teaching and learning programs in accordance with the requirements of NESA syllabuses and the Primary School
- 2.2 Plan and deliver highly effective class lessons to meet the needs of the students in a stimulating, engaging and positive learning environment
- 2.3 Focus keenly upon the systematic development of Literacy and Numeracy skills, applying skills across all learning areas
- 2.4 In careful consultation with the Head of Stage, liaise with colleagues, parents/carers and external specialists in support of students with student care and/or learning needs
- 2.5 Ensure teaching and learning is carefully and appropriately differentiated to meet the varying needs of students, promoting personal excellence
- 2.6 Engage a range of pedagogical approaches to meet student needs
- 2.7 Understand and implement the breadth of School policies and procedures
- 2.8 Attend to WHS requirements and proactively promote safety, risk assessment and management, and exercise of duty of care to all our students
- 2.9 Be fully conversant with all issues in relation to Child Protection including acting as a mandatory reporter for the purposes of child protection, informing the Head of Primary School immediately and confidentially of any concerns arising
- 2.10 Provide meaningful assessments and maintain accurate records of student learning and produce high quality reports for parents and carers, in accordance with School requirements, and to inform future Teaching
- 2.11 Maintain timely and accurate records including student-related meetings, registered teaching programs, assessment data
- 2.12 Engage in regular professional learning and development to enhance professional practice and maintain professional accreditation with NESA
- 2.13 Actively participate in the School's Cocurricular program, including the attendance on overnight camps as required
- 2.14 Understand, support and implement the welfare systems of the Primary School
- 2.15 Attend to the welfare, pastoral disciplinary needs of all students, in careful consultation with your Head of Stage



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- 2.16 Actively promote a welcoming, attractive, safe and respectful learning community and environment
- 2.17 Provide positive and active supervision while on assigned supervisory duties, moving constantly through the assigned supervision space
- 2.18 Contribute to School publications, assemblies, presentations and activities as required
- 4.7 capacity to embrace the School's culture, values and Code of Conduct

3. QUALIFICATIONS AND EXPERIENCE

Primary School Teachers must hold:

- 3.1 an appropriate tertiary qualification recognised by NESA related to the education of Primary age students
- 3.2 current Teacher Accreditation with NESA, with a commitment to the Australian Professional Teaching Standards
- 3.3 a valid NSW Working With Children Check

4. PERSONAL ATTRIBUTES

To succeed in this portfolio, you will have:

- 4.1 well-developed collaboration skills
- 4.2 a passion to effectively engage students in their learning and support a culture of academic excellence
- 4.3 highly developed written and verbal communication skills and time management skills
- 4.4 a strong commitment to building and developing a culture of care for young people
- 4.5 the ability to work independently with minimal supervision
- 4.6 a clear commitment to personal, lifelong learning and active pursuit of professional growth

