

Oakgrove Integrated Primary School  
19 Limavady Rd  
Derry-Londonderry  
BT47 6JY  
www.oakgroveschool.co.uk



## KEY STAGE 2 TEACHER

### SECTION 1: Job Description

#### Responsibility

The person appointed will be responsible in the first instance to the Principal of the School and, through her, to the Board of Governors, who are the employers of every member of staff.

#### Job Purpose

To promote professional learning and teaching, supporting the leadership and management throughout Oakgrove Integrated Primary School, to secure high quality teaching, effective use of resources and the highest standards of learning and achievement for all pupils.  
To support the co-ordination of Key Stage 2.

#### Main Duties

The person appointed will be expected to carry out all the duties of a teacher in a grant-aided school in Northern Ireland, as set out in the Teachers' (Terms and Conditions of Service) Regulations of 1987 and the amendments and additions made to these Regulations since then.

#### Responsibilities of Teacher

##### The person appointed will be required:

1. To fulfil such duties as are generally in agreement with the school's Scheme of Management.
2. To carry out their duties in accordance with the principles, vision and mission statements of Oakgrove Integrated Primary School.
3. To carry out a range of professional duties in accordance with the school's policy and objectives as determined by the Principal in consultation with the Board of Governors.
4. To cooperate with the reasonable directions of the Principal and Board of Governors in accordance with the needs of the school.
5. To consult where appropriate with the Principal, staff and Board of Governors of the school.

6. To fulfill those conditions of service as agreed for teachers by the Northern Ireland teachers' Salaries Negotiating Committee and Conditions of Service Negotiating Committee.

In addition, teachers will be required to undertake the following:

1. Development of an integrated ethos in day to day work at the school, particularly in teaching relationships and policy.
2. Responsibility for content, organisation, dissemination, review and development of designated areas of the curriculum.
3. Shared responsibility for securing equality of provision for all who learn and work in the school.
4. Participation in policy making and decision making.
5. Participation in agreeing, implementing and reviewing systems and practice in the school.
6. Co-ordination and dissemination of information (eg on areas of the curriculum for which responsible), to colleagues, and to governors and parents as appropriate.
7. Requisition of materials, resources and equipment for designated areas of responsibility.
8. Shared responsibility with colleagues for the effective organisation, running and development of the school.
9. Participation in agreeing, implementing and reviewing effective channels of communication between home and school.
10. Promotion of partnership between home and school.
11. Implementation of a child-centred approach to learning and teaching.
12. Ensuring that a positive and caring relationship with pupils during class time is established and maintained.
13. Participation in professional development as agreed with the Principal.
14. Shared responsibility for developing good relationships with the community and particularly with other schools in the area.
15. Shared responsibility for promoting the school in the community.

The post is superannuable in accordance with the provisions of the teachers' Superannuation Act (Northern Ireland) 1950 as amended from time to time.

**Important note**

The details of the roles and responsibilities that the person appointed will be expected to undertake will be agreed between the successful candidate and the Principal after the appointment has been made and kept under annual review: the person appointed to this post should expect his or her duties and responsibilities to change over time to take account of the changing needs and priorities of the School.

## SECTION 2: Personnel Job Specification

**JOB TITLE:** Key Stage 2 Teacher

**LOCATION:** Oakgrove Integrated Primary School

19 Limavady Rd, Derry-Londonderry, BT47 6JY

**TELEPHONE:** 02871349644

**PRINCIPAL:** Mrs Ashley Donaghey

**ENROLMENT:** 452

**SALARY:** Teacher's Main Pay Scale

The Board of Governors is looking to appoint a well-qualified teacher who has the values, vision and commitment to make a positive contribution to the overall leadership and development of the school.

| Areas to be Assessed  | ESSENTIAL   | DESIRABLE  |
|---|---|--|
| <b>Professional qualifications and training at date of commencement of post</b> | 1.1 A qualified teacher who is recognised by the Department of Education for Northern Ireland, eligible to teach in Northern Ireland and be either registered with or able to be registered with the GTCNI.<br>1.2 Primary trained.   |  |
| <b>Experience</b>   | 2.1 A minimum of 1 years* teaching experience in Key Stage 2 in the NI Curriculum by June 2019 in the past 5 years.   | 2.2 Experience of teaching Primary 7<br>2.3 Experience of teaching in an Integrated Primary School.  |
| <b>Knowledge/Skills</b>   | 3.1 Clear knowledge and understanding of the N.I. Primary Curriculum.<br>3.2 Evidence of knowledge of current educational activities to promote effective learning and teaching, and high standards of achievement in KS2.<br>3.3 Experience of developing children's social, emotional and cultural development.                 | 3.4 Evidence of the ability to integrate ICT into learning and teaching.<br>3.5 Demonstrate knowledge of Assessment Manager and assessment throughout the key stages.<br>3.6 Evidence of knowledge of a range of strategies for teaching children with special educational needs.<br>3.7 Evidence of knowledge of a range of strategies for teaching children with Newcomer (EAL-English as an Additional Language)<br>3.8 Experience of and willingness to participate in extra-curricular activities |
| <b>Qualities/Skills/Ethos</b>   | 4.1 Evidence of an understanding of and commitment to the aims and ethos of Integrated Education.<br>4.2 Evidence of commitment to a caring, child-centred approach and an understanding of the individual needs of children.<br>4.3 Willingness and evidence of skills that would add to the extracurricular life of the school. | 4.4 Demonstrate a commitment to challenging sectarianism, racism and bullying<br>4.5 Demonstrate a commitment to continued professional development opportunities and dissemination of good practice.<br>4.6 Evidence of being able to establish and sustain effective working relationships with children, staff, parents, governors and the wider community.   |

**\*Please note when teaching experience is required only experience gained post qualification and in a paid employment capacity will be considered. Year equates to the school year 1 September to 30 June.**

**DUTIES:** As detailed on the Teachers' (Terms and Conditions of Service) Regulations (NI) 1987.

It is your responsibility to indicate clearly on the application form how you meet both the essential and desirable criteria as detailed above. Please note that in order to facilitate a manageable shortlist of candidates for interview it may be necessary to enhance elements of either the essential or desirable criteria.

### **SECTION 3: Notes**

Canvassing either directly or indirectly will disqualify.

Shortlisting will be carried out only on the basis of the information contained in the application form.

Write or type legibly in black ink: applications may be word-processed and the font size used must not be below point 10.

The **Monitoring Questionnaire** must be returned in a separate envelope.

Proof of the right to work in the UK – documented evidence will be required.

Late applications will not be accepted under any circumstances.

Application packs can be downloaded from the school website [www.oakgroveschool.co.uk](http://www.oakgroveschool.co.uk) or on request from the school secretary on receipt of a large SAE with a 1st class stamp or in person at the school.

Completed and signed applications, in hard copy, must be returned to the  
Chairperson of the Board of Governors,  
Oakgrove Integrated Primary School  
19 Limavady Rd, Derry-Londonderry, BT47 6JY  
The closing date for applications will be  
12noon on Monday 3<sup>rd</sup> June 2019

The selection process will comprise of:

- Shortlisting and Application Form
- Interview with the Recruitment and Selection Committee of the Board of Governors
- The Board of Governors reserve the right to implement Stage 2 of the selection process following interviews if required. Stage 2 will involve a lesson observation.

Posts involving work with children and young people in educational establishments are subject to the provisions of the Safeguarding Vulnerable Groups (NI) Order 2007.

The Board of Governors of Oakgrove Integrated Primary School is an equal opportunities employer.