

Job Description

DIRECTORATE:	Education
DEPARTMENT:	Oldcastle Primary School
POST:	Foundation Learning Teacher with TLR2 – Curriculum Standards and Assessment Lead, Foundation Learning
GRADE OF POST:	Teacher Salary Scale
RESPONSIBLE TO:	Headteacher

JOB PURPOSE:

We are seeking an innovative, committed and experienced foundation learning class based teacher to take on the role of Curriculum Standards and Assessment Lead. This position is crucial in ensuring that our curriculum is effectively embedded into classrooms, promoting coherence, consistency, and alignment with the curriculum for Wales. The successful candidate will play a central role in driving curriculum innovation, supporting teachers in implementing best practices, and fostering a culture of continuous improvement.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Planning and preparing lessons with regard to the curriculum of the school.
- Teaching pupils in their assigned groups according to their educational needs, including the setting and marking of work.
- Assessment, recording and reporting on the attendance, progress, development and attainment of assigned pupils and keeping such records as are required by the school's systems.
- Setting high expectations for pupils' behaviour and maintaining a good standard of discipline through well-focused teaching, fostering positive relationships, and implementing the school's behaviour policy.
- Managing the work of support staff.
- Playing a full part in the life of the school community and supporting its ethos.
- Making records and reports on the personal and social needs of pupils and participating in such meetings.
- Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils.

- Maintaining good order and discipline among the pupils and safeguarding their health and safety both when authorised to be on the school premises and when engaged in authorised activities elsewhere.
- Lead the Curriculum Standards and Assessment area, ensuring the school's curriculum framework is coherently embedded in classroom practice.
- Lead on numeracy across the school.
- Collaborate with staff and leadership to maintain curriculum alignment and consistency across all year groups.
- Provide pedagogical support, coaching, and feedback to colleagues on curriculum implementation, differentiation, and assessment strategies.
- Analyse pupil achievement data to monitor curriculum effectiveness and identify areas for improvement.
- Drive curriculum innovation through research-informed approaches, including interdisciplinary learning and the integration of instructional technologies.
- Contribute significantly to developing, implementing, and evaluating school policies, practices, and improving priorities.
- Support whole-school events such as open evenings, transition days, themed weeks (e.g. Reading Week, STEM Week), and community activities.
- Undertake duties related to behaviour, attendance, and safeguarding, including supervision during social times and responding to incidents as needed.
- Participate actively in school duty rotas and represent the SLT at meetings with staff, governors, parents, and external agencies.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK

This post requires a criminal record check through the Disclosure & Barring Service (DBS)

Person Specification

Teacher - Curriculum Standards and Assessment Lead

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes)

Attributes	Requirements	Essential	Method of Evaluation/ Testing
Qualifications, Education & Training	- Relevant teaching qualification. - Registration with the Education Workforce Council	Yes Yes	Production of original Qualification Certificates and application form.
Knowledge & Experience	- Recent teaching experience in a primary school with an expertise in Foundation learning. - Extensive knowledge of the curriculum, curriculum development and assessment. - Understanding of Numeracy AOLE throughout the primary phase. - Ability to teach and/or develop learning skills within a multilingual school. - Experience of managing support staff. - Good knowledge and a range of pedagogy approaches to ICT/Digital skills - Demonstrable strong teaching skills, effective classroom management, and ability to create engaging, inclusive learning environments.	Yes Yes Yes Yes	Interview, application form, references and selection process.

Attributes	Requirements	Essential	Method of Evaluation/ Testing
	Ability to lead curriculum initiatives, provide constructive feedback, and work collaboratively with colleagues and the wider school community.	Yes	Application form, interview and selection process.
Skills and Personal Attributes	- Ability to create a happy, challenging and effective learning environment. - Ability to work effectively within a team. - Honest and reflective - Ability to share and problem-solve - Good interpersonal skills. - Good organisational skills - Good communication skills. - Good ICT skills. - Proven ability to track, analyse, and utilise pupil progress data to inform teaching and curriculum adjustments - Exceptional interpersonal and communication skills - High standards of ethics, behaviour, attendance, and punctuality, with a strong professional regard for the school's vision and policies.	Yes Yes Yes Yes Yes Yes	



Attributes	Requirements	Essential	Method of Evaluation/ Testing
	Openness to new ideas and educational research, with the ability to implement innovative practises that enhance pupil learning and well-being.	Yes	