



St Mary's School
CAMBRIDGE

St Mary's Junior School

Job Description

KS1 –2 Class Teacher

Full time post commencing 1 September 2026

Salary: £30,965 - £43,671 (depending on experience)

**** Possibility of an allowance for additional curriculum leadership responsibilities****

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Our School

St Mary's Junior School has the capacity to educate 200 girls from ages 3 – 11. The school, which is set in leafy Cambridge on the edge of Vicars Brook and the Fen, combines a warm and nurturing environment with excellent resources, a commitment to teamwork and the

professional development of staff. From here, many of our girls go on to join our successful Senior School on Bateman Street, where they remain until the end of Sixth Form.

St Mary's is an ambitious school with a strong set of values focused on providing every girl with the opportunity to reach their full potential. Nurturing a love of learning, we ensure that each child acquires and secures the skills to become effective lifelong learners, fit not only for the world we live in today, but for a future yet to be determined. Adventure, curiosity, kindness and reflection lie at the core of what we do. Coupled with our strong and thriving connection with The Mary Ward values. We place equal importance on their social, moral and cultural growth. At all times the girls are expected to uphold the ethos of the school in a positive manner and are proud ambassadors; not only on site but when representing St Mary's at outside events, activities and fixtures. We foster a desire to learn by offering a curriculum that has breadth, balance and challenge. Above all, we encourage academic endeavour and that each child strives, gives of their best, and achieves their potential.

At St Mary's Junior School we maintain high expectations and place a strong emphasis on acknowledging the positive ways in which the girls conduct themselves and interact with others. Trust, honesty, good manners, a hardworking attitude and respect for the environment and above all, each other, are intrinsic in all that we do. We place great emphasis on the strength of our community and the girls being considerate, courteous and tolerant of the needs of others.

We are a progressive and vibrant school that focuses on raising the aspirations and releasing the potential of every young person in our care. In this environment, they have the opportunity to grow academically, on the sports field, artistically, on stage, and to take leadership responsibilities in many different areas. Life at St Mary's is a unique experience but one that is treasured by all in its community.

What we can offer you

- The opportunity to join a very successful team of committed and highly qualified teachers.
- A supportive environment where the work-life balance of teachers is important.
- Outstanding facilities and resources to support learning and teaching.
- A forward-thinking, can do, risk-taking, mistake celebrating community where anything is possible!
- An opportunity to grow as a leader and access further professional development opportunities both in the Junior School and within the wider St Mary's community.
- A bespoke induction and training programme with built-in support and mentoring as required.
- A strong Staff Wellbeing Programme (wellbeing days/staff events/breakfasts/socials)
- The opportunity to be part of St Mary's Junior School at this most pivotal and exciting time.

The Role

The teacher will be required to teach general primary subjects and to carry out such other associated duties as are reasonably assigned by the Head of Juniors. This individual must be an enthusiastic, inspiring teacher, and show commitment to working as part of a team. They must be knowledgeable of the primary curriculum and set high standards for all pupils ensuring the school's aims and objectives are met. Individuals performing the role will be able to communicate effectively with pupils, colleagues and parents alike, and contribute and commit to the wider aspects of school life, including offering an after-school club or activity.

Relationships:

The post holder will be responsible to the Head of Juniors for their teaching duties and responsibilities and for teaching tasks. They will plan and work closely with the parallel group teacher(s) if applicable and liaise with other teachers and subject leaders.

The successful candidate will:

- be an enthusiastic and effective teacher
- have a passion for working with children
- have a proven track record of success that would add to St Mary's academic culture
- be equally at home teaching those who find the learning hard and those who work at a level above their age group; and
- have excellent interpersonal skills, resilience, and the ability to work as a part of a team.

Reporting Line Manager: Head of Juniors

Main Duties & Responsibilities

In relation to Learning and Teaching:

- Teach, according to their educational needs, pupils assigned to them in the allocated class.
- Maintain a good working atmosphere in accordance with the rules and positive behaviour systems of the school.
- Control and oversee the use and storage of books and other teaching materials provided for class use.
- Plan and supervise support/extension work to be used by classroom assistants relevant to the allocated class/subject area.
- Contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole.

- Promote equal opportunities within the school - to seek to ensure the implementation of the school's equal opportunities policy.
- Understand and follow exactly government and school advice on Child Protection.

Key tasks: The key tasks attached to the post of class teacher are:

- Teach all levels of ability assigned to the class with inspiration and so that learning and progress of learning take place.
- Ensure that lessons are sufficiently planned and evaluated so that learning pathways/outcomes are clear for all students.
- Assess pupils' achievements and progress in line with school policy.
- Monitor and report to parents on the progress of pupils in the allocated class.
- Promote positive behaviour and support children to achieve this.
- Mark attendance registers according to school policy.
- Share in the supervision of children during break time and lunch time
- Provide a weekly after-school club.

In relation to the parents:

- Where appropriate, meet with parents to discuss their child's academic progress.
- Create opportunities to provide further information and guidance to parents regarding their child's education and progress.
- Actively engage parents in the learning journey

In relation to pastoral care, social development and safeguarding:

- To inform the Head or DSL of any concerns you may have about any individual or group of children.
- To liaise with the DSL to ensure the safeguarding and security of all children in your care.
- Promote and safeguard the welfare of pupils and adhere to and ensure compliance with the school's Child Protection procedures and staff guidance at all times reporting any concerns to the DSL or Headteacher as appropriate.
- Be aware of Health and Safety requirements, including where to obtain expert advice.
- Communicate with the Health and Safety Team any Health and Safety issues regarding the welfare or safety of the pupils or staff.
- Be familiar with the school's fire safety procedures and participate in drills as required.

In relation to the wider school:

- Attend INSET and Open Mornings.
- Attend school events and actively consider ways in which to engage the parent body with their child's learning.
- Assist in the delivery of co-curricular offerings both in and out of school.
- To participate in educational visits and extra-curricular activities.
- To carry out other supervisory duties as required.
- To participate in meetings, training and professional development as required.
- To provide cover for colleagues as required.
- To undertake such other reasonable duties that may be required from time to time.

Person Specification – Classroom Teacher

Specification	Essential
Qualifications	<ul style="list-style-type: none">• Honours Degree• PGCE or other recognised Teaching Qualification / QTS
Personal qualities and abilities	<ul style="list-style-type: none">• Commitment to academic excellence with the ability to teach and motivate pupils• Ability to work effectively in a team• Excellent organisational skills• High levels of personal and professional integrity• Enthusiasm and approachability• Good rapport with students, colleagues and parents• Confident use of ICT• Appropriate levels of personal presentation
Teaching and learning	<ul style="list-style-type: none">• Evidence of excellent classroom practice which leads to learning for every student• Evidence of effective planning, teaching and class management• Ability to prepare and share teaching resources• Ability to motivate and inspire students• Commitment to creative and innovative approaches to teaching and learning• Commitment to development of appropriate schemes of work and resources• Commitment to improving, monitoring and evaluating teaching and learning
Philosophy and Ethos	<ul style="list-style-type: none">• Commitment to the ethos of the school

	<ul style="list-style-type: none">• High expectations for student attainment, personal development and conduct• Commitment to helping with extra-curricular activities and curriculum enrichment including accompanying school trips• Commitment to best practice in pastoral support and student welfare
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