

Role Profile

Primary Substitute

Teacher

Location: Florence Bilingual School

Function: School Classroom Teaching

Reporting To: Head of Primary School

What you'll be doing

Role purpose

To teach as effectively as possible across the range of abilities within our student body and to promote a genuinely positive approach to learning.

The Primary Teacher will support the following Cognita strategic priorities:

- Improve Education by living and breathing the Cognita Way
- Be distinctive so parents and students choose and stay at our schools
- Invest in our people and be a great place to work
- Grow Cognita to create an exciting future
- Actively manage our finances to fund school investments

Key responsibilities

- Deliver pre-prepared lessons and provide effective instruction to primary school students.
- Manage classroom behaviour and ensure a safe, positive learning environment.
- Adapt to different teaching styles and student needs across various schools or year groups.
- Mark work and provide feedback when necessary to support student progress.
- Collaborate with school staff and administrators to ensure continuity in learning.
- Take attendance, supervise break times, and perform additional duties as needed.
- Follow school policies, including safeguarding and child protection guidelines.
- Report any damage or hazards in line with Health and Safety policy.
- Additional duties may be assigned as necessary in line with the requirements of the role.

Safeguarding Responsibilities

- To comply with safeguarding policies, procedures and code of conduct.
- To demonstrate a personal commitment to safeguarding and student/colleague wellbeing.
- To ensure that any safeguarding concerns or incidents are reported appropriately in line with policy.
- To engage in safeguarding training when required.

What you'll bring

Essential

Skills

- Native English speaker.
 - Strong organisational skills.
 - Ability to work effectively in a team.
 - Ability to manage change sensitively and effectively.
 - Initiative and passion for teaching.
 - High commitment to raising academic achievement standards for all pupils.
 - Clear understanding of effective teaching, learning, and assessment techniques.
 - Commitment to safeguarding young people and up-to-date knowledge of child protection procedures.
 - A genuine love for working with children.
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Qualifications

- University graduate with a teaching qualification.
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Experience

- Prior teaching experience.
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Key Stakeholders you'll be working with

- **Internal:** Pupils, colleagues, Heads, and support staff.
- **External:** Parents, families, and third parties.

To be signed and dated by employee:

Signed:

Name (print):

Date:

COGNITA