



Pound Hill Junior School

Job Title: Part-time PPA Teacher

Working Pattern: Tuesday to Thursday

Contract Type: Permanent

Salary: TMS/ UPR plus London Frindge

Start Date: 1st September 2026

Main Purpose

The purpose of the PPA Teacher role is to provide high-quality teaching across Key Stage 2 by covering classes during teachers' Planning, Preparation and Assessment (PPA) time, ensuring continuity of learning and maintaining high standards of achievement, behaviour and pupil welfare.

The postholder will fulfil the professional responsibilities of a teacher as set out in the School Teachers' Pay and Conditions Document and meet the expectations of the Teachers' Standards.

Duties and Responsibilities

Teaching and Learning

- Teach well-structured lessons using plans provided by class teachers
- Deliver engaging and effective teaching across KS2
- Adapt teaching to meet the strengths and needs of all pupils
- Maintain high expectations that inspire, motivate and challenge pupils
- Promote good progress and outcomes for all learners
- Demonstrate strong subject and curriculum knowledge

Assessment and Reporting

- Assess, monitor and provide feedback on pupils' learning in line with school policy
- Share relevant observations and information with class teachers to support continuity
- Use assessment information effectively to support pupil progress

Whole-School Contribution

- Contribute positively to the ethos and wider life of the school
- Work collaboratively with colleagues to support pupil development
- Provide cover in unforeseen circumstances, where appropriate

Health, Safety and Behaviour

- Promote the safety and wellbeing of pupils at all times
- Maintain good order and discipline in line with the school's behaviour policy
- Supervise pupils effectively, ensuring a safe learning environment

Professional Development

- Participate in the school's appraisal process
- Engage in professional learning and development opportunities
- Reflect on practice to improve teaching and learning

Communication and Relationships

- Build positive relationships with pupils, colleagues and parents/carers
- Communicate effectively and professionally at all times

Safeguarding and Professional Conduct

- Safeguard and promote the welfare of children
- Follow all school policies, procedures and staff code of conduct
- Uphold public trust in the profession and maintain high standards of ethics and behaviour