

JOB DESCRIPTION

Job Title: *Class Teacher*

Responsible to: Headteacher

Purpose: To take responsibility for a class, including pupil progress and achievement, together with personal, social and wellbeing for each child in their class.

To co-ordinate activities relating to a subject area, or areas.

Main duties: As detailed in the most recent “School Teachers’ Pay and Conditions Document” and “Guidance on School Teachers’ Pay and Conditions”. In addition, particular duties as are reasonably required to be exercised and completed in a satisfactory manner under the direction of the Headteacher.

General duties:

- To promote the welfare and safeguarding of children;
- To share in the corporate responsibility for well-being and discipline of all pupils by maintaining good order, discipline and respect amongst the pupils and safeguarding their health and safety, both on the school premises and in authorised off-site activities;
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager, in order to further your professional development;
- To comply with individual responsibilities, in accordance with the role, for health and safety in the workplace;
- To ensure that all duties and services provided are in accordance with the school’s Equality Policy.

Subject duties:

- To co-ordinate the review, establishment and implementation of school policy in your curriculum area/s;
- To regularly review planning and provision to ensure it takes account of progression, breadth and balance and is non-biased to ability, gender or background;
- To demonstrate secure subject knowledge and provide support for colleagues, including arranging INSET opportunities where appropriate;
- To annually review resource provision and respond accordingly;
- To keep abreast of subject developments;
- To monitor teaching and learning of the subject throughout the school;
- To maintain a subject file of evidence to show how you are monitoring and developing the subject.

Particular duties:

- To adhere to the principles of Quality First Teaching;
- To provide a stimulating and well presented working environment;
- To teach the pupils assigned to you according to their educational needs, including the setting and marking of work, having due regard to the requirements of the National Curriculum, literacy and numeracy strategies and the school’s curriculum policies and schemes of work;

- To promote at least good rates of progress for all children in your class, giving pupils regular feedback both orally and through accurate marking;
- To plan with other staff in the key stage to ensure pupil progression;
- Using a range of approaches to differentiate appropriate, plan and teach well structured lessons that respond to the strengths and needs of all pupils;
- To make accurate and productive use of assessment (both formative and summative) to secure all pupils' progress, including those with special educational needs and/or disabilities;
- To assess, record and report on pupils' progress and attainment in accordance with the school's policy;
- To set homework in accordance with the school's policy and plan other out of class activities to consolidate and extend pupils' knowledge, skills and understanding.
- To review and implement changes in pedagogy as discussed and directed by the Headteacher;
- To participate in staff meetings that relate to the curriculum, administration or organisation of the school
- To provide good levels of communication to other staff you work with, including additional adults and learning support assistants;
- To participate in meetings arranged for the any purposes which concern you, the staff you are responsible for or your pupils.

CLASS TEACHER PERSON SPECIFICATION

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| Qualifications: |
| <ul style="list-style-type: none">• Qualified Teacher status;• Educated to degree level;• Evidence of continued professional development. |
| Teaching skills: |
| <p>The successful candidate will:</p> <ul style="list-style-type: none">• be able to demonstrate teaching which motivates and inspires children;• have a commitment to provide active learning experiences with an emphasis on learning through first hand experience;• have high expectations for pupil's progress;• be willing to develop new approaches to teaching and learning;• be able to demonstrate an understanding of the importance of formative and summative assessment linked to pupil targets and national curriculum levels of attainment;• have clear and balanced views about pupil welfare with an emphasis on positive behaviour management;• have the ability to work successfully with pupils of all levels of ability;• have a commitment to fostering the involvement of parents in children's learning. |
| Personal qualities: |
| <p>The successful candidate will:</p> <ul style="list-style-type: none">• be energetic, enthusiastic and have a positive approach to life in school;• be able to use own initiative and know when to seek advice and support;• be able to organise, prioritise and manage own time effectively;• have a commitment to teamwork, with an ability to share own time, ideas and experience with others;• have a positive attitude to changing circumstances and new ideas;• have a good sense of humour. |