



**St John's Green Primary School.**

**Learn to Live, Live to Learn.**

**Job Description & Personal Specification for Class Teacher**

**Job Title:** Teacher MPS

**Responsible to:** Headteacher

**Duties and Responsibilities:**

The professional duties of teachers, (excluding headteachers) are set out in the School Teachers' Pay & Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post holder have been set out below:

**School Ethos.**

- To maintain the school ethos in which all children are valued for their abilities and individuality and in which the school strives to ensure that all children can achieve their best.

**Leadership and Management.**

- To be responsible as appropriate for leadership, management and organisation in curriculum planning, implementation and co-ordination.
- To liaise with parents and the wider community.
- To undertake such duties as may be delegated by the headteacher or deputy headteacher.

**Curriculum Planning and Development**

- To exemplify a good standard of classroom practice which meet the aims and objectives of the school.
- To plan and manage associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment.

- To promote teaching and learning styles which give due regard to the use of the local environment and opportunities for learning from first-hand experience.
- To support and implement the assessment processes which are compatible with the aims and objectives of the school.
- To continue the development of structures which facilitate curriculum progression and continuity.
- To ensure appropriate differentiation of the curriculum to meet the needs of all levels of pupil ability.
- To encourage good standards for the proper care of accommodation, furniture and equipment; and to enhance the learning environment through the effective display of children's work and other materials.
- To establish appropriately high levels of expectation including good standards of pupil behaviour and achievement
- To exercise pastoral concern for colleagues.
- To consult with staff in the formulation of policies, schemes of work and teaching methods and styles.

#### **Liaison with the School Community.**

- To ensure effective and meaningful dialogue with parents in accordance with school.
- To liaise with external agencies as necessary.
- To foster and support extra-curricular activities in the interests of the school community.

The duties above are neither exclusive nor exhaustive and the post holder may be required by the headteacher to carry out appropriate duties within the context of the job, skills and grade.

#### **Personal Specification**

##### Experience

- To have experience/interest in Key Stage 1 and/or 2 and the continuity and progression of the curriculum throughout the primary phase.

- To have knowledge of and belief in inclusive practice providing maximum opportunities for a variety of pupils with special educational needs to access the curriculum.
- To have experience of working effectively as part of a team.

#### Education/Training

- Qualified Teacher Status.
- Recent experience of using ICT to support learning.

#### Aptitudes

- Communicate effectively with adults and children.
- Teach a broad and balanced, differentiated curriculum that meets the needs of all children.

#### Personal Qualities

- To be open to new initiatives.
- To enjoy working with primary age children to enable them to develop independence and experience success at their own level.
- To have a commitment to raising standards.
- To have high expectations of behaviour and achievement.
- To maintain a calm and positive attitude when working under pressure.
- To be approachable.
- To maintain confidentiality at all times.
- To be supportive of the aims of the school.
- To demonstrate a positive, professional manner.