



## **Job Description**

<b>Job Title:</b>	<b>Class Teacher</b>
<b>Location:</b>	<b>Hockley Primary School</b>
<b>Hours of work:</b>	<b>Full-time</b>
<b>Reports to:</b>	<b>SLT</b>

## **Purpose of the Role:**

To enable children to achieve to the best of their ability through high quality teaching, learning and curriculum provision.

## **Responsibilities:**

### **Whole School**

- Promote the aims of the school and implement all whole school policies proactively.
- To show commitment to the school's equal opportunities policy and be proactive in its implementation.
- Build team commitment with colleagues both in the classroom (with LSAs) and outside the classroom (e.g. curriculum teams, phase group).
- Work positively with a wide range of cultural, ethnic and social groups.
- To actively promote and safeguard the welfare of pupils.
- To accept joint responsibility with colleagues for the school environment, especially public areas.
- To be a member of a curriculum team taking responsibility (according to experience) for aspects of development.
- To contribute and show commitment to the development of the school's extra curricular provision.

### **Teaching and Learning**

- Provide children with quality learning experiences delivered through quality teaching. Plan, prepare and deliver lessons within the school's framework based on the National Curriculum.
- Cater for the wide range of needs ensuring inclusion and success for each child. Take the lead responsibility for managing, coordinating and building on any additional support or interventions for individual children.



- Track pupil progression (individuals and groups) using available data, actively engaging in pupil progress review. Keep meaningful records and monitor performance against targets.
- To apply the principles of assessment for learning in particular giving quality feedback to children and using information gathered to inform planning.
- Use a range of strategies to ensure that children are focussed on learning including behaviour management. Proactively develop children's socialisation skills.
- Maintain and enhance class environments to facilitate learning.
- Devise means of ensuring the efficient and responsible use of resources and equipment at all times.
- Display pupil's work in an attractive, informative and interactive way to promote learning.

## Colleagues

- To establish and maintain good relationships with colleagues and to model these for the pupils. Be sensitive to colleagues' needs and feelings.
- Plan with and contribute to the work of year group teams.
- Communicate effectively with class teachers and teaching assistants to ensure all relevant information is shared e.g. assessments, behaviour issues, communication with parents
- Treat all colleagues equally and collectively support new team members.

## Parents

- To establish and maintain good relationships with parents – being honest and constructive.
- Be available to and welcome parents in a confident and professional way.
- Report to parents in line with whole school policy and national requirements.

## Employee value proposition:

We passionately believe that every child can discover their own remarkable life. It's what motivates us around here. We know this vision requires something extra. Which is why at AET, you'll find more. More opportunities, so you can forge your own path. More care and support, so you can prioritise what matters most. More purpose, for you and for the children we are inspiring. Come inspire their remarkable with us.

## Our values:

The post holder will be expected to operate in line with our values which are:

- Be unusually brave
- Discover what's possible



- Push the limits
- Be big hearted

## **Other clauses:**

1. The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment/ Teachers' Pay and Conditions.
2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
3. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
4. This job description may be varied to meet the changing demands of the academy at the reasonable discretion of the Principal/Group/Chief Executive
5. There may be occasions when it will be necessary to cover other Administrative roles within the academy or to work with the administrative team when there are peaks and pressing issues.
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Postholder may deal with sensitive material and should maintain confidentiality in all academy related matters.

## **Safeguarding**

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty.

## **Equality, Equity, Diversity and Inclusion**

At AET, we want all of our employees to feel included bringing their passion, creativity and individuality to work. We value all cultures, backgrounds and experiences, and we truly believe that diversity drives innovation. Join our family and help us inspire every child to choose a remarkable life.

## **Person Specification**



General heading	Detail	
<b>Qualifications</b>	Qualifications required for the role	<ul style="list-style-type: none"><li>• Education to degree level</li><li>• DCSF qualified teacher status</li><li>• Minimum 2 years successful teaching experience</li></ul>
<b>Knowledge/Experience</b>	Specific knowledge/ experience required for the role	Thorough knowledge and understanding of: <ul style="list-style-type: none"><li>• Primary practice</li><li>• The requirements of primary curriculum and of how standards can be raised</li><li>• Equal opportunities issues and the implementation of equal opportunities policy</li><li>• Inclusion and how this impacts on children</li><li>• High expectations of pupils' in terms of educational outcomes and their behaviour</li></ul>
<b>Skills and abilities</b>		Demonstrate the ability to: <ul style="list-style-type: none"><li>• Be a highly effective class teacher understanding how to bring about exciting and meaningful learning.</li><li>• Raise the standards of pupils' attainment and secure progress towards their targets</li><li>• Track progression and organise and implement a range of strategies to ensure a child makes progress</li><li>• Communicate effectively and accurately in a variety of contexts and at the level necessary for the post</li><li>• Deal with children with warmth, care and understanding and yet set clear and appropriate boundaries for behaviour</li><li>• Motivate, work with and relate positively to colleagues and parents</li><li>• Work positively with a wide range of cultural, ethnic and social groups</li></ul>



		<ul style="list-style-type: none"><li>• work effectively as part of a team.</li><li>• Have excellent ICT skills to support the learning of pupils at the primary level.</li></ul>
<b>Personal Characteristics</b>	Behaviours	Demonstrate that: <ul style="list-style-type: none"><li>• Can maintain a sense of proportion.</li><li>• Plan, organise and prioritise workload.</li><li>• Highly motivated and committed.</li><li>• Can use own initiative, set realistic goals, work towards them and monitor progress.</li><li>• Has the desire to continue learning for themselves.</li></ul>
	Values	<ul style="list-style-type: none"><li>• Ability to demonstrate, understand and apply our values<ul style="list-style-type: none"><li>○ Be unusually brave</li><li>○ Discover what's possible</li><li>○ Push the limits</li><li>○ Be big hearted</li></ul></li></ul>
<b>Special Requirements</b>		<ul style="list-style-type: none"><li>• Successful candidate will be subject to an enhanced Disclosure and Barring Service Check</li><li>• Right to work in the UK</li><li>• Evidence of a commitment to promoting the welfare and safeguarding of children and young people</li></ul>