



## **GARFIELD PRIMARY SCHOOL**

### **Job description for a class teacher**

#### **Purpose of the job**

All teachers at Garfield Primary School will ensure the highest possible standards of pupil achievement, personal development and well-being, while bringing life to the school values by:

- Developing and maintaining constructive relationships with parents and carers
- Holding high expectations of all pupils and promoting the development of a growth mindset and positive attitudes to learning;
- Collaborating with colleagues as part of a vibrant learning community focused on excellence;
- Ensuring maximum inclusion of children who would otherwise face barriers to being fully part of the school, ensuring that specific support and agreed strategies are provided for targeted pupils, and liaising closely with the Inclusion Lead;
- Providing daily learning opportunities that are enticing, engaging, relevant and challenging to create a rich and irresistible curriculum;
- Making skilful use of formative assessment to fine-tune teaching and feedback;
- Displaying a commitment to the highest standards of child protection

#### **Main Responsibilities of the job**

To fully comply with the responsibilities set out in the Teaching Standards and to be responsible to the Headteacher for ensuring that the progress made by pupils within their class is good or outstanding by:

- working with colleagues to develop a curriculum, schemes of work and appropriate resources that will inspire and stretch all pupils;
- ensuring that all lessons are planned to meet the needs of different pupils within the class;
- ensuring that the internal and external learning environments are stimulating, and both celebrate and support the work of pupils;
- Setting high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well focused, engaging learning opportunities and through positive and productive relationships.
- developing and sustaining a positive partnership with parents in person and via email and phone;
- providing information to parents about the learning and activities of the class and reporting to parents / carers about pupil progress through such methods as directed by the Headteacher;
- ensuring that feedback to pupils enables them to understand their targets and next steps;

- monitoring on a termly basis the progress and attainment of all pupils within the class and discussing data and trends with colleagues to review provision to ensure outstanding progress;
- taking appropriate action if pupils within the class are doing less well than they should and measuring and evaluating the impact of these interventions;
- ensuring that their personal conduct sets the highest standards and to act as a role model for their pupils;
- contributing positively to the year group team and wider staff/school

Taking responsibility as a subject leader (n/a for ECTs) by:

- keeping up to date with national and local policy, expectations and resources for their subject area;
- quality assuring the curriculum, schemes of work and resources for each year group to ensure that it reflects national requirements, best practice and the needs of pupils at Garfield Primary School;
- maintaining the resources for the subject;
- providing training to staff in all year groups to ensure they have the skills and knowledge to maximise pupil progress in the subject;
- monitoring curriculum delivery and pupil data to ensure that pupils are making good or outstanding progress in the subject;
- developing support and intervention strategies with the SENCO, where data indicates that pupils are performing less well than they should;
- analysing performance data to review the curriculum and practice and then implement or recommend changes as appropriate to improve pupil progress and attainment

# Person Specification for a Class Teacher

## QUALIFICATIONS

- Qualified Teacher Status

## EXPERIENCE, KNOWLEDGE AND UNDERSTANDING

- An excellent primary teacher
- Has met the Teacher Standards and continued to meet them
- Secure knowledge and understanding of the KS1 &/or KS2 primary curriculum and assessment processes
- Evidence of good teaching skills, leading to consistently high standards of achievement
- Knowledge of current developments in teaching and learning

## SKILLS AND ABILITIES

- High expectations with a commitment to raising standards for all pupils
- Evidence of working effectively as a member of a team
- A commitment to providing a high-quality learning environment
- An ability to maintain high standards of pupil behaviour
- A commitment to the highest standards of child protection.
- An understanding of and commitment to equal opportunities
- Proven ability to take the initiative and assume responsibility
- Ability to communicate ideas and enthusiasm effectively
- A commitment to partnership with the HST, governors, staff, parents and the wider community
- Excellent written and oral skills
- Excellent IT skills

## PERSONAL QUALITIES

- Committed to further professional learning and a keenness to learn and grow within a team
- Self-motivated and resilient
- Flexibility and adaptability
- Ability to meet deadlines