



Learning, Working and Succeeding Together

# JOB DESCRIPTION

<b>School:</b>	<b>Thorpe Acre Junior School</b>
<b>Job Title:</b>	<b>Class Teacher</b>
<b>Grade:</b>	<b>MPS</b>
<b>Responsible To:</b>	Executive Headteacher Governors
<b>Key Relationships/ Liaison with:</b>	Deputy Headteacher & SENDCo English Curriculum Leader Mathematics Curriculum Leader Teachers
<b>Job Purpose:</b>	To deliver high quality lessons to meet the educational needs of all pupils ensuring outstanding teaching and learning.
<b>Occupational Standards:</b>	Qualified teacher status

## MAIN DUTIES AND RESPONSIBILITIES:

1. The duties and responsibilities outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document.
2. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and to support a designated curriculum area as appropriate.
3. To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations with a clear vision on assessment criteria.
4. To plan lessons which ensure differentiation of learning requirements, reflecting all abilities.
5. To effectively use IT to support teaching and learning.
6. To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential; encourage children to think and talk about their learning, develop independence and take pride in their work and to share and support the school's responsibility to provide and monitor opportunities for personal growth and enjoyment.
7. To manage behaviour in line with school policy and procedures and encourage good practice with regard to punctuality, behaviour,



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standards of work and homework.

8. To contribute to raising standards of pupil attainment; monitor and support the overall progress and development of pupils; raise attainment, accelerate progress and promote well-being of individual children and any group of pupils assigned.
9. To assess pupils' attainment and progress and maintain accurate records and reports.
10. To communicate and consult with teachers, parents and outside agencies.
11. To mark all work and provide feedback that ensures pupil progression between lessons.
12. To lead a curriculum area and assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies, laid out below:
13. To contribute to the achievement of the school's improvement plan and its implementation.
14. To contribute to the whole school's planning activities

### **Generic duties and responsibilities**

To work within the framework of national legislation and in accordance with the provisions of the School Teachers Pay and Conditions Document. In addition, the post is subject to compliance with:

- School policies and guidelines on the curriculum and school organisation.
- County policies.
- National Professional Standards for Teachers.
- National Standards for Subject Leaders.
- The Conditions of Service for School Teachers in England and Wales and with locally agreed conditions of employment.
- Common core of skills and knowledge for the children's workforce.
- All teachers have a responsibility for providing and safeguarding the welfare of children s/he is responsible for or comes into contact with.

**The duties and responsibilities detailed within this job description should be supplemented by those accountabilities, roles and responsibilities common to all classroom teachers, as set out within the School Teachers Pay and Conditions Document.**



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## **SPECIAL FACTORS:**

**Subject to the duration of the need, the special conditions given below apply:**

- (a) The postholder may be required to attend, from time to time, training courses, conferences, seminars or other meetings as required by his/her own training needs and the needs of the school. Should the postholder drive themselves to any off-site venue for these purposes, they must have business insurance on their car insurance.
- (b) Expenses will be paid in accordance with the Local Conditions of Service.

This post is eligible for a DBS check under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (i.e. it involves certain activities in relation to children and/or adults) and is defined as regulated activity under Part 1 of the Safeguarding Vulnerable Groups Act 2006. Therefore a **DBS enhanced check for a regulated activity (includes a barred list check) is an essential requirement.**

This job description sets out the duties and responsibilities of the post at the time when it was drawn up. Such duties and responsibilities may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot themselves justify a reconsideration of the grading of the post.

Leicestershire County Council is seeking to promote the employment of disabled people and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.



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# PERSON SPECIFICATION

**School:** Thorpe Acre Junior School  
**Job Title:** Class Teacher  
**Grade:** MPS

	Essential	Desirable	How assessed
<b><u>Qualifications</u></b> <ul style="list-style-type: none"> <li>Qualified teacher status</li> </ul>	✓		App/Doc
<b><u>Experience</u></b> <ul style="list-style-type: none"> <li>Proven track record of outstanding or consistently good teaching</li> <li>Recent and relevant teaching experience at KS2</li> <li>Recent experience of assessment and tracking pupil progress</li> <li>Proven experience of teaching children with diverse needs</li> <li>Proven experience of working with various stakeholders to include parents and other outside agencies</li> </ul>	✓  ✓	✓  ✓ ✓	App/Int/ Ref
<b><u>Knowledge</u></b> <ul style="list-style-type: none"> <li>Knowledge of child protection and health and safety procedures.</li> <li>Good understanding of intervention strategies, especially in English and Mathematics</li> </ul>	✓	✓	App/Int/ Ref
<b><u>Skills/Attributes</u></b> <ul style="list-style-type: none"> <li>Ability and willingness to undertake professional development.</li> <li>Good interpersonal skills.</li> <li>Empathy with children and young people.</li> <li>Ability to work effectively as part of a team.</li> <li>Ability to communicate effectively.</li> <li>Excellent organisational skills.</li> <li>Ability to motivate, manage and inspire pupils and staff to strive for excellence.</li> <li>Positive attitude, motivation and values towards children and young people.</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓ ✓		App/Int Int/Ref Int/Ref Int/Ref App/Int Int/Ref Int/ Ref App/Int



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	Essential	Desirable	How assessed
<p><b><u>General Circumstances</u></b></p> <ul style="list-style-type: none"> <li>An understanding of, and commitment to, Equal Opportunities, and the ability to apply this to strategic work and day-to-day situations.</li> </ul>	✓		App/Ref/ Med App/Int
<p><b><u>Factors not already covered</u></b></p> <p>Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the provisions of the Equality Act 2010</p>	✓		Med

**App = Application Form**

**Test = Test**

**Int = Interview**

**Pre = Presentation**

**Med = Medical Questionnaire**

**Doc = Documentary Evidence (E.g., Certificates)**