



Job Description

Post Title: Class Teacher
Responsible to: Headteacher

Job Purpose

To ensure high quality education for all pupils for which you are responsible and accountable and improve the quality of learning and standards of achievement.

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Main Duties and Responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils



- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

Other areas of responsibility

Worship – Participate in the worship life of the school by attending and, when required, lead assemblies.

Administration - Participate in administration and organisational tasks related to such duties as are described above, including the direction or supervision of persons



providing support for the teachers in the school; register the attendance of pupils and supervise pupils.

Staff meetings – Participate in meetings at the school which relate to the curriculum for the school or the administration or organisation of the school; including pastoral arrangements.

Cover – in circumstances that are not foreseeable, supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date:

Next review date:

Headteacher/line manager's signature: _____

Date: _____

Postholder's signature: _____

Date: _____



Person Specification

ESSENTIAL		DESIRABLE	
Qualifications			
Qualified Teacher Status		Degree Evidence of continuous professional development	
Experience			
Successful primary teaching experience		Experience of: Teaching across key stages Working in partnership with parents Working in a Church of England school	
Knowledge and understanding			
Knowledge and understanding of: The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); Statutory National Curriculum requirements at the appropriate key stage; Effective teaching and learning strategies; The monitoring, assessment, recording and reporting of pupils' progress; The statutory requirements of legislation concerning Equal opportunities, Health & Safety and SEND; The positive links necessary within school and with all its stakeholders. A thorough understanding of and commitment to uphold all safeguarding systems and policies.		Knowledge and understanding of: One or more curriculum subjects in depth; Using cross-curricular approaches to learning; Making effective links between schools.	
Skills			
Promote the school's aims positively, and use effective strategies to monitor motivation and morale; Ability to adapt teaching to meet pupils' needs Develop good personal relationships within a team; Establish and develop close relationships with parents, governors and the community; Communicate effectively (both orally and in writing) to a variety of audiences;		Develop strategies for creating community links. Enthusiasm and ability to use ICT creatively across the curriculum	



<p>Create a happy, challenging and effective learning environment.</p> <p>Ability to lead and support TA's effectively to support children's learning</p> <p>Ability to deal sensitively with staff, parents and pupils</p>	
<p>Personal Characteristics</p>	
<p>A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</p> <p>High expectations for children's attainment and progress</p> <p>Ability to work under pressure and prioritise effectively</p> <p>Commitment to maintaining confidentiality at all times</p> <p>Commitment to safeguarding and equality</p> <p>Approachable</p> <p>Committed</p> <p>Empathetic</p> <p>Enthusiastic</p> <p>Organised</p> <p>Patient</p> <p>Resourceful</p>	