Job Description and Person Specification – Bishops Cannings School Class Teacher

The purpose of the job is to

- Prepare teaching materials, set up the classroom and organise displays
- Plan and teach lessons and work with all children in the classroom
- Mark work and talk to parents and carers about their children's progress
- Manage the work of Teaching Assistants
- Follow safeguarding procedures
- Organise trips and other enrichment activities

Duties and responsibilities

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum, and schemes of work
- Produce teaching and learning materials and resources which are appropriate to age and ability
- Assess, monitor, record and report on learning needs, progress, and achievements of assigned children, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of children
- Set high expectations which inspire, motivate and challenge children
- Promote good progress and outcomes of children
- Demonstrate good subject and curriculum knowledge
- Implement effective behaviour management strategies in line with the Trust policy
- Provide a stimulating learning environment

Supporting children's self-esteem, inclusion, and behavioural development

- Encourage an acceptance and inclusion of all children, including those with Special Educational Needs / Disabilities
- Develop methods of promoting / reinforcing children's self-esteem and independence
- Provide individual supervision in and out of the classroom for children with challenging behaviours
- Establish a supportive relationship with children
- Reinforce the school ethos, e.g., expectations of behaviour within class and elsewhere on the school site
- Supervise children on outings and school activities

Whole-school organisation, strategy, and development

- Contribute to the development, implementation and evaluation of the school's policies, practices, and procedures, to support the school's / Trust's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Work as a team member in the development of one area of the curriculum
- Promote equality as an integral part of the role and treat everyone with fairness and dignity

Health and safety

- Promote the safety and wellbeing of all children
- Maintain a safe learning environment by managing behaviour effectively in accordance with the Trust's behaviour policy
- Maintain current and accurate safeguarding records e.g., through CPOMS

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Professional development

- Attend mandatory Trust induction training on Safeguarding and Health and Safety within the first few weeks of taking up the post (these sessions may be delivered outside standard school hours)
- Complete regular (at least annual) training on subjects including safeguarding
- Take a proactive role in the Trust's appraisal procedures
- Take part in further training and development to continually improve
- Keep abreast of initiatives and developments in education, especially those relevant to the duties and responsibilities of the post

Communication

- Communicate effectively with children, including mentoring, motivating and imparting skills and / or knowledge
- Make and maintain strong relations with parents/carers and at times representatives of other agencies e.g. Health, Social Care

Working with colleagues and other relevant professionals

- Manage the effective deployment of support staff and volunteers in the classroom
- 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 professional duties and responsibilities

Management of staff and resources

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

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

This job description is not a comprehensive list of all tasks that the post holder will carry out. The post holder may be required to do other duties appropriate to the level of the role, as directed by the Senior Leadership Team.

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	Essential	Desirable
Qualifications	• Qualified teacher status	• Evidence of continual professional development
Experience	• Successful primary teaching experience • Up-to-date experience, knowledge and understanding of good practice in KS1 and / or KS2 • Experience of working with children with SEND • Working collaboratively with other colleagues, parents and governors	• Teaching experience across two primary key stages • Leading an aspect of school improvement with evidence of improving standards • Leadership of a subject or aspect of school life
Knowledge and understanding	• A clear philosophy of primary education in line with that of the Trust / school • Demonstrates quality first, inclusive teaching that has an impact on all pupil outcomes • Knowledge of a range of effective strategies for inspiring all pupils, including those with SEND, to achieve their full potential • An understanding of cross curricular learning and teaching • An understanding of the principles of assessment for and of learning • Promote equality as an integral part of the role and to treat everyone with fairness and dignity • A detailed understanding of safeguarding duties • Good knowledge of the National Curriculum • Able to promote the social, moral, spiritual, and cultural development of all children	• Analysis and interpretation of school performance data to inform school self-evaluation
Skills	• Able to work in a way that promotes the safety and wellbeing of children • A confident practitioner, who demonstrates outstanding classroom practice and high expectations of achievement and behaviour • Able to support children with a range of abilities	

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	• Able to communicate effectively with children, staff, parents, and the wider community • Able to deploy support staff effectively • A good understanding of a range of behaviour management strategies	
Personal Qualities	• High standards of personal organisation • Committed to raising standards through excellent teaching and learning • Resilient, passionate, and hard-working • Relishes accountability and takes personal responsibility for own actions • Able to build trust and mutual respect between children, families, and staff • A cheerful disposition and good sense of humour • Enthusiastic, innovative, creative, and caring	

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