

## JOB DESCRIPTION

### Class Teacher

<b>School:</b> Aldermaston Primary School	<b>Location:</b> West Berks
<b>Job title:</b> Class teacher	<b>Salary range:</b> TPS

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out, and teachers' standards referred to, in that document.

<b>Job Purpose</b>
To carry out professional duties and to have responsibility for an assigned class To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities. To promote the aims of the school and maintain its philosophy of education.

<b>Main duties and responsibilities</b>
<ul style="list-style-type: none"><li>• To familiarise yourself with and follow the expectations of teaching staff which are in 'Our Approach to Learning &amp; Teaching'</li><li>• To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning and ensures their progress.</li><li>• To promote the welfare of children and to take responsibility in safeguarding children through relevant policies and procedures, and through personal practice.</li><li>• To maintain good order and behaviour among the pupils, promoting healthy and safe practices.</li><li>• To plan and prepare lessons in order to deliver the curriculum ensuring breadth and balance in lessons and sequences of lessons taught.</li><li>• To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.</li><li>• To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.</li><li>• To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.</li><li>• To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress to enable effective communication with the job share teacher and to inform future planning and transition.</li><li>• To ensure effective use of support staff within the classroom, including volunteers.</li><li>• To participate in staff meetings as required.</li><li>• To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching, pastoral arrangements and in-service training as far as the contract allows.</li><li>• To ensure that school policies are reflected in daily practice.</li><li>• To communicate and consult with parents over the aspects of the children's education for which the post-holder has responsibility</li><li>• To continue professional development, maintaining a portfolio of training undertaken.</li><li>• To meet and liaise with parents and appropriate agencies, to contribute positively to the education of the children concerned.</li><li>• To support the Headteacher in achieving the aims of the school and promoting its ethos.</li><li>• To promote equality as an integral part of the role and to treat everyone with fairness and dignity.</li><li>• To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures and rules that apply to this role.</li></ul>

## PERSON SPECIFICATION

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KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications and Experience</b>	Qualified teacher status	A degree or equivalent qualification First Aid Qualification Universal Safeguarding Training
<b>Knowledge</b> (Knowledge, abilities, skills, experience)	Understanding of a range of teaching, learning and behaviour management strategies and how to implement them effectively. An understanding of the National Curriculum (2014) and appropriate assessment requirements and arrangements. Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion. Knowledge of legal requirements, national policy and guidance on the safeguarding of children.	A thorough understanding and practical experience of the National Curriculum (2014) and a range of assessment requirements and arrangements.  Knowledge and understanding of the Primary Curriculum from 2014 Knowledge and understanding of Assessment for Learning (use of formative assessment and other effective learning approaches) Ability to use local and national data to evaluate the effectiveness of teaching. Knowledge and understanding of information technology that enhances the curriculum.
<b>Skills and Abilities</b>	Ability to prepare and plan effectively. Good organisational skills. Ability to prioritise and manage time effectively. Ability to work collaboratively as part of a team. Good interpersonal skill. Ability to teach with enthusiasm and motivate children to promote independent learning. Ability to recognize individual children's needs and plan any necessary intervention to ensure learning progresses.	

<b>Work-related Personal Requirements</b>	Suitability to work with children. Honesty, integrity, enthusiasm, energy, resilience. Commitment to teaching and learning (for children and self) Diplomatic and professional Sympathy with a Christian foundation and ethos	
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