

Job Description:	Teaching Staff
Role:	Classroom Teacher
Salary/Grade:	MPS – UPS + 1 SEN
Introduction & Prime Objectives of the Post:	
<p>The role of Classroom Teacher is to;</p> <ul style="list-style-type: none"> • Plan, implement and deliver an appropriate and differentiated curriculum for all pupils and to support a designated curriculum area. • Contribute to raising standards of pupil attainment. • Monitor and assess pupil progress to improve their quality of learning and personal growth. • Undertake the professional duties outlined above by having regard to national standards published from time to time by subject and other national bodies. <p>This role involves engaging with pupils in regulated activity relevant to children.</p>	
Key Duties & Responsibilities:	
<p>Supporting the development of the School:</p> <ul style="list-style-type: none"> • To play a full part in the life of the school community, to support its distinctive values and ethos, and to role model and encourage staff and pupils to follow this example. • To implement and follow school policies and procedures as approved by the Head Teacher, Leadership Team or Governors. • To maintain the confidential nature of information relating to the school, its pupils, staff, parents and carers. • To maintain good order and discipline in accordance with the school's Behaviour policy and Care and Control policy. • To comply with the schools health and safety policy and undertake risk assessments as appropriate. • To attend and participate in all relevant meetings. • To support the school in meeting its legal requirements for worship. • To review the development and management of activities relating to the organisation and pastoral functions of the school. • To carry out a share of supervisory duties in accordance with published rosters. • To set targets for pupils learning based on prior attainment. • To maintain an accurate register of pupils attendance. • Other relevant duties, in line with the general nature of this post as may be determined from time to time by the Head teacher, and by negotiation with the post holder. • To support the development of the sensory curriculum <p>Supporting Teaching and Learning:</p> <ul style="list-style-type: none"> • To teach pupils assigned to the teacher and to ensure that planning, preparation, recording, assessment, accreditation and reporting meet their varying learning and social needs. • To be prepared to teach across the age range of the school. • To devise, contribute to and implement statutory assessment, annual reviews and IEPs. • Assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies within the school. 	

- To ensure the effective and efficient use of any staff who support the delivery of teaching of and learning.
- To work collaboratively as a team member.
- Provide an appropriately stimulating classroom environment where resources can be accessed by all pupils.
- To maintain appropriate records and provide accurate information on pupil progress and other relevant matters as required by the school.
- To use ICT to support learning and teaching and raise standards.
- To ensure the personal care and hygiene of pupils are met and to participate in appropriate training.
- Consult with staff over individual pupils and co-operate with agreed courses of action.
- To be responsible for the condition of the teaching space used and report any damage to fixtures or fittings to the appropriate person.

Supporting Collaboration with the Community:

- To take part in community and liaison activities such as Open Evenings, Parents/ Carers Evenings and liaison with Partner Schools.
- To communicate, as appropriate, with the parents/carers of pupils and with external agencies.

Supervision and Guidance:

- To be responsible to the Head teacher and Governors of the school through the schools leadership and management structures.
- To be entitled to administrative and non-teaching support in reference to the National Workload Agreement, and to ensure the post holder has an appropriate work / life balance.
- To effectively use planning, preparation and assessment time according to the National Workload Agreement.
- To receive appropriate support through the schools performance management processes and access to continuing professional development.

Effort Demands:

- Will deal with any issues, immediate problems or emergencies that arise in line with school policies and procedures liaising with colleagues where necessary, e.g. dealing with a sick, injured or distressed child.
- Will contribute to the overall ethos/work/aims of the school.
- Will appreciate and support the role of other professionals.
- Make decisions using initiative within established working practices and procedures.

Environmental Demands/Working Conditions:

- Will have long periods of sitting or standing.
- To be responsible for the care of all equipment and materials, within the classroom/designated area of the school in conjunction with other members of staff.
- The provision, use and storage of equipment and materials prepared by the postholder and used by the children with whom the postholder is working.
- Available to work during school hours during term time and a willingness to be flexible as may be required to attend staff meetings/training sessions outside of usual hours.
- Contribute to the identification and execution of appropriate out of school learning activities which consolidate and extend work carried out in class.

- Will have contact with members of the public/other professionals e.g. teaching staff, governors, parents/carers, community groups, local education authority, external providers etc.
- This post may include a degree of manual lifting and handling. You are expected to be aware of health and safety policies and procedures and frequently assess your ability to carry out the lifting tasks required of you.
- The post holder may be subjected to antisocial behaviour from pupils directly or members of the public/parents/site users, including aggressive and anti-social behaviour. You are expected to follow the schools policy and procedures for behaviour management, and any specialist training when dealing with incidents.
- The post holder is expected to be an exemplar of good attendance for pupils. This is important for both the consistency to very vulnerable pupils and to role model for pupils' achievements possible when people have good attendance in work and school.
- To ensure their practice meets the Health and Safety Duty of care that all staff have for each other, the pupils and other visitors within the school or when conducting off site visits
- To ensure their professional practice meets the requirements of the Equalities Act at all times.
- All staff are expected to contribute to and adhere to the policies and procedures for the school. Particularly staff must regularly familiarise themselves with and follow; policies and procedures for health and safety, including ensuring the health and safety needs of themselves and others through dynamic risk assessments, Safeguarding including child protection, Keeping Children Safe in Education and PREVENT, E-safety and the use of social media in order to protect the pupils and the school
- The use of phones, photographs and videos are prohibited
- Behaviour (including anti bullying) policy and principles
- Policies and procedure linked to the Equalities Act
- Manual handling.
- Report all concerns to an appropriate person.

Other Considerations:

- To be aware of and comply with policies and procedures relating to child protection; being vigilant for signs that children may be being abused and to report any such suspicions to the school's nominated Child Protection Co-ordinator or the Headteacher.
- To act in accordance with the Data Protection Act and maintain confidentiality at all times e.g. access to staff/student/parent and carers files.
- Accept and commit to the principles underlying the Schools Equal Rights policies and practices.
- Be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act.
- Must be legally entitled to work in the UK.



- This job description is illustrative of the responsibility of the post and not necessarily a comprehensive list of tasks. Post-holders are expected to undertake work in line with the level and pay band of the post determined by the Headteacher/Line Manager.
- This school is an Equal Opportunities Employer and requires its employees to comply with all current equality policies in terms of equal opportunity for employment
- This school is committed, where possible, to making any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

Special Conditions of Service: No contra-indications in personal background or criminal record indicating unsuitability to work with children/young people/vulnerable clients/finance (An enhanced DBS check is required).

Date:	September 2023
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PERSONNEL SPECIFICATION:

		Essential/Desirable	How identified
Qualifications/ Training	<ul style="list-style-type: none"> • Qualified Teacher Status • Evidence of keeping up to date with/an understanding of current educational thinking in the primary sector • Evidence of commitment to relevant training/or continued professional development 	E E E	AF
Experience	<ul style="list-style-type: none"> • The proven ability to demonstrate a high standard of classroom practice • Managerial, inter-personal and organisational skills • Experience teaching pupils with Special Educational Needs • Management of staff 	E E E	AF/Interview
Knowledge, Skills & Ability	<ul style="list-style-type: none"> • Knowledge of specialist teaching approaches • Knowledge of Primary curriculum and holistic curriculum • Willingness to support life and work of school e.g. weekend/ evening/ residential visits. • Advanced study in a relevant field of education • A desire to be involved in whole school issues including School Development Planning and Self –Evaluation • Well informed of current developments in education and national initiative including accountability measures 	E E E E E	AF/Interview
Character & Values	<ul style="list-style-type: none"> • Readiness to accept and implement change • Openness and willingness to learn • Flexibility • Ability to establish good relationships with pupils, staff, parents and the community 	E E E	AF/Interview

	Able to plan workload and set priorities	E	
Personal Circumstances	<ul style="list-style-type: none"> • Not require holidays in term time • Be legally entitled to work in the UK under the Asylum and Immigration Act 1996 • Be able to perform all duties in accordance with the Disability Act, where appropriate with reasonable adjustments • Be able to cope with the requirements of the post including working with pupils who have behavioural, social and emotional difficulties and or physical disabilities • Due to the nature of the children being taught it is a requirement of the post that the successful applicant will be capable of moving and handling pupils within the school practices and policies 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>	AF/Interview