



Town Farm Primary School

Class Teacher Job Description



The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Job title: Class teacher

Main purpose

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.

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 including those with special educational needs; those of high ability; those with English as an additional language and those with disabilities; and be able to differentiate appropriately.
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by all pupils, demonstrating knowledge and understanding of how pupils learn and how this impacts on teaching.
- Demonstrate good subject and curriculum knowledge, including promoting high standards of literacy, articulacy and the correct use of standard English.
- Direct additional adults within the classroom to add significant value to learning outcomes.
- Maintain a tidy and orderly learning environment with attractive displays and well-managed resources.
- 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.



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Health, safety and discipline

- Promote the safety and wellbeing of pupils.
- Manage behaviour effectively to ensure a good and safe learning environment with high expectations. Establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.

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

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 post holder may be required to undertake other duties appropriate to the level of the role, as directed by the Headteacher or line manager.



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Personal specification

Criteria	Qualities
Qualifications and experience	<ul style="list-style-type: none">• Qualified teacher status• Degree
Skills and knowledge	<ul style="list-style-type: none">• Knowledge of guidance and requirements around safeguarding children• Knowledge of the National Curriculum• Knowledge of effective teaching and learning strategies• A good understanding of how children learn• Ability to adapt teaching to meet pupils' needs• Ability to build effective working relationships with pupils• Knowledge of effective behaviour management strategies• Ability to plan, organise and implement assessment and record keeping• Good ICT skills, particularly using ICT to support learning• Knowledge of the SEN code of practice• Knowledge and commitment to equal opportunities and inclusive practice
Personal qualities	<ul style="list-style-type: none">• A commitment to academic rigor, getting the best outcomes for all pupils and promoting the ethos and values of the school• High expectations for children's attainment and progress• Ability to work under pressure and prioritise effectively• Commitment to maintaining confidentiality at all times• Commitment to safeguarding and equality



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Notes:

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

Signed:.....

Print Name:

Date: