



Ashwell School

Job Description: MPS Class Teacher

Name: _____ Subject Leader Area: _____ MPS Point: _____

Post Title: **Class Teacher**

Rate of Pay: **Main Pay Scale**

Responsible to: **The Headteacher, Deputy Headteacher and Senior Leadership Team**

GENERAL DUTIES:

To meet the appropriate published professional standards as published by the DfE and to carry out the duties associated with a class teacher as described in the School Teacher's Pay and Conditions document

DUTIES: Teachers should:

Professional Knowledge & Understanding

- Have a detailed knowledge of the National Curriculum
- Understand progression in their specialist phase, including transition from the previous phase and onto the next

Planning & setting expectations

- Plan rich experiences and opportunities that enable children to deepen their current learning and development
- Set appropriate and demanding expectations for pupils' learning and motivation. Have a clear understanding of the next steps in pupils' learning, building on prior attainment
- Identify pupils who have special educational needs, and know where to get help in order to give positive and targeted support. Implement and keep records on SEN Support Plans

Teaching & Managing Pupil Learning

- Provide stimulating learning opportunities through child initiated and teacher led activities
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships

Assessment & Evaluation

- Observe pupils closely, recording significant evidence
- Assess how well learning objectives have been achieved and use this assessment for planning next steps in pupils' learning

Relationships with parents and carers

- Prepare and present informative oral and written reports to parents to outline the development, progress and attainment of the pupils
- Recognise that learning takes place outside the school context and encourage good links between home and school

Relationships with wider community

- Understand the need to liaise with agencies responsible for pupils' welfare
- Engage in a positive working relationship with professional colleagues and external agencies

Health & Well-Being

- Know the legal requirements and local arrangements concerning the safeguarding of children
- Maintain good order and discipline among pupils and safeguard their health and safety whilst on the school premises and in authorised school activities elsewhere

Managing own performance and development:

- Understand the need to take responsibility for their own professional development and keep up to date with research and developments in education
- Take part in the school's arrangements for performance appraisal
- Understand their professional responsibilities in relation to school's policies and practices
- Set a good example to the pupils they teach in their presentation and their personal conduct
- Evaluate their own performance and be committed to improving practice and effectiveness through professional development

Managing and developing staff and other adults:

- Establish effective working relationships with professional colleagues
- Supervise Teaching Assistants and Learning Support Assistants allocated to the class
- Supervise work experience students and volunteers as required

Managing resources:

- In collaboration with others, create and maintain an inspiring and well organised learning environment

Strategic leadership for class teachers (not NQTs):

- Take responsibility for the management and development of one or more areas of curriculum responsibility. This will include:
 - i) monitoring quality and standards
 - ii) contributing to school planning and self-evaluation
 - iii) providing professional support to other teachers and support staff
 - iv) advising the headteacher on appropriate resources and materials
 - v) leading appropriate professional development.
- Contribute to the whole school improvement plan.

Entitlements:

- Annual Performance Appraisal Review
- Training and Development within the school's INSET programme for personal and school development.
- Professional support from the Headteacher and other members of staff.
- 10% PPA time

In addition, NQTs are entitled to:

- Support from a designated induction tutor
- 80% teaching commitment and 10% non-contact time (in addition to 10% PPA time)
- Professional review of progress (half termly)

NQT Appointments

All newly qualified teachers must demonstrate that they meet the QTS standards and the core standards by the end of their induction year

Ashwell School is committed to safeguarding and promoting the welfare of children. It is essential that all staff actively contribute to this aim.

Signed: