



## **Dovers Green Infant School**

### **Class Teacher Job Description**

#### **JOB TITLE: Class Teacher**

You are required to carry out the duties of a school teacher as set out in the School Teachers' Pay and Conditions document, have a secure knowledge and understanding of all subjects taught and have due regard to the requirements of the National Curriculum, Early Years Foundation Stage, agreed syllabus for R.E, the School's Aims, Schemes of Work and any policies of the LA and Governing Body.

#### **Class Teacher Responsibility**

- ✚ To be responsible for the care, education and development of a class of children and understand that pupil's learning is affected by their physical, intellectual, emotional and social development.
- ✚ To create a safe, stimulating classroom learning environment allowing children to develop independence and become confident learners.
- ✚ To plan effectively to ensure that pupils have the opportunity to meet their potential, notwithstanding differences of race and gender, and taking account of the needs of pupils who are: underachieving, very able, not yet fluent in English; making use of relevant information and specialist help where available.
- ✚ To secure and sustain effective teaching of the relevant subjects for individuals, groups and classes by using appropriate teaching and learning strategies that are appropriate to the children's age, aptitude and ability, communicating clear learning objectives and expectations to ensure that lessons planned maximise progression in pupil's learning.
- ✚ To identify the particular needs of a child, through on-going and planned assessments and set targets for pupils' learning, building on prior attainment, and ensuring that pupils are aware of the content and purpose of what they are asked to do.
- ✚ To plan effectively, where applicable, to meet the needs of pupils with Special Educational Needs and in collaboration with the SENCo, make an appropriate contribution to the preparation, implementation, monitoring and review of Individual Support Plans.
- ✚ To take appropriate account of ethnic and cultural diversity to enrich the curriculum and raise achievement.
- ✚ To have regard for preparation, marking, display and record keeping both in line with LA. and school policies, guidelines and timetables.
- ✚ To supervise children in the playground at playtime on an agreed rota.

- ✚ To fully participate in weekly staff meetings and assemblies where appropriate and be ready to share work with others.
- ✚ To participate in meetings at school relating to the curriculum, administration and organisation of the school.
- ✚ To be prepared to run an after school extra-curricular club. (Not ECTs)
- ✚ To participate in arrangements for Appraisal in schools. (Not ECTs)
- ✚ To establish positive links with the school Governors and to be aware of the role and purpose of school governing bodies.
- ✚ To be prepared to teach the complete age range of the school and offering a stable, caring environment where children are encouraged to progress in a calm, structured atmosphere.

### **Managing and Working with People**

- ✚ To lead, manage and work collaboratively with pupils and as appropriate, with other adults and colleagues.
- ✚ To secure a good standard of pupil behaviour in the classroom through establishing appropriate rules and high expectations of discipline which pupils respect, acting to pre-empt and deal with inappropriate behaviour in the context of the behaviour policy of the school.
- ✚ To where applicable, deploy other adults effectively in the classroom, involving them, where appropriate, in the planning and management of pupils' learning.
- ✚ To work as a member of a team, planning co-operatively, sharing information, ideas and expertise.
- ✚ To liaise effectively with pupils' parents/carers through parents evenings and informative oral and written reports on pupils' progress and achievements, discussing appropriate targets and encouraging them to support their children's learning, behaviour and progress.
- ✚ To treat in confidence information concerning individual children and families disclosed to you whilst the child is in your care.
- ✚ To take responsibility for own professional development, setting objectives for improvements and take action to keep up-to-date with research and developments in pedagogy and in the subject(s) taught.

**Responsible to:**            **Headteacher**

**Responsible for:**        **The safety, education and welfare of the children.**

## Person Specification

**Job Title:** Class Teacher

**Hours:** Full-time

### Qualifications

- ✚ Qualified teacher status with experience with KS1 and or Foundation. This post would be suitable for a Early Careers Teacher.
- ✚ Evidence of continuing professional development

### Experience

- ✚ Successful teaching experience in Early Years and/or KS1.
- ✚ ICT awareness and understanding.
- ✚ Experience in co-ordinating a subject area.

### Knowledge

- ✚ Sound understanding of EYFS and KS1 infant education and awareness of recent developments in this area.
- ✚ A depth of academic knowledge in at least one subject area.
- ✚ Ability to demonstrate an understanding of Equal Opportunities and why it is important to the post.

### Skills/Abilities/Qualities

- ✚ An enthusiasm and energy for teaching.
- ✚ Ability to develop the potential in both pupil's work and behaviour.
- ✚ Demonstrate good interpersonal skills when communicating with staff, children and parents for the purposes of carrying out the job.
- ✚ Ability to set high standards for pupils.
- ✚ Ability to maintain discipline and good behaviour with young children in a manner that respects the rights of young children, whilst providing role models of adult behaviour.
- ✚ Demonstrate good classroom techniques and organisational skills.
- ✚ Ability to demonstrate an understanding of why inclusion is important in working with teachers, children and parents.
- ✚ Ability to monitor and manage the development of a subject area(s) through evaluating the effects on teaching and learning, and use this analysis to guide further improvement. (Not ECTs)
- ✚ Excellent ICT skills.
- ✚ Ability to show flexibility in working with others.
- ✚ Ability to work effectively as part of a team.
- ✚ Seek advice and support when necessary.
- ✚ Ability to manage change.
- ✚ Be willing to participate fully in the life of the school.
- ✚ A sense of humour.

Dovers Green is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be required to undergo an advanced DBS.