



JOB DESCRIPTION & PERSON SPECIFICATION: PRIMARY CLASS TEACHER

JOB PURPOSE

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document (STPCD).
- Meet the expectations set out in the Teachers' Standards.
- Assist in the smooth running of the school at all times.
- Take specific responsibility and accountability for the day-to-day management and leadership of a curriculum subject.

KEY ACCOUNTABILITIES

Teaching:

- Plan and deliver well-structured lessons, following the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of pupils, making accurate and productive use of assessment methods.
- Adapt teaching practice to respond to pupil learning needs and strengths.
- Set high expectations that inspire, motivate and challenge pupils.
- Promote good pupil progress and outcomes.
- Demonstrate good subject and curriculum knowledge.
- Participate in the preparation of pupils for external tests.

Whole School Organisation, Strategy & Development:

- Contribute to the development, implementation and evaluation of school's policies, practices and procedures, to support the school's values and vision.
- Work with others on curriculum and pupil development to secure co-ordinated outcomes.
- Provide cover in cases of unplanned teacher absence or unavailability.
- Lead by example, with exemplary professional and personal standards and classroom management.
- Make a positive contribution to the wider life and ethos of the school.

Health, Safety & Behaviour Management:

- Promote the safety and wellbeing of pupils at all times.
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a safe learning environment.
- Follow the school's policies and procedures and seek advice when unsure.

Working with Colleagues & Other Relevant Professionals:

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.
- Direct and supervise support staff, and where appropriate, other teachers.

Personal & Professional Conduct:

- Uphold public confidence in the teaching profession, maintaining high ethical and behavioural standards, within and outside school.
- Demonstrate proper and professional regard for the ethos, policies and practices of the school.



- Understand and act within the statutory frameworks, which set out the professional duties and responsibilities of teachers.
- Maintain high standards of attendance and punctuality.
- Communicate effectively with pupils, parents and carers.

Professional Development:

- Actively participate in the school's appraisal process.
- Proactively 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

Subject / Curriculum Leadership:

- Demonstrate best practice in subject leadership, using engaging strategies to boost classroom engagement.
- Develop and share own knowledge of the subject, including latest requirements and developments.
- Ensure teaching and learning within the subject are aligned with the school ethos, identifying any procedural issues and providing workable solutions.
- Lead other teachers in maintaining subject knowledge and latest pedagogical developments.

All staff are 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 Job Description 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 do other duties appropriate to the level of the role, as directed by the Headteacher.

ACCOUNTABLE TO:

Headteacher and the Governing Body



PERSON SPECIFICATION

Criteria	Essential	Desirable
Qualifications & Training	<ul style="list-style-type: none"> • Qualified Teacher Status (QTS) • Degree level qualification 	<ul style="list-style-type: none"> • Evidence of continuous professional development and commitment to further professional development relating to curriculum/learning and teaching
Experience	<ul style="list-style-type: none"> • Experience of successful teaching in the primary phase. • Experience of working effectively in partnership with parents 	<ul style="list-style-type: none"> • Experience of leading a subject area, with ability to show whole school impact • Experience of providing extra-curricular activities for children
Knowledge and Understanding	<ul style="list-style-type: none"> • Effective teaching and learning styles • The theory and practice of providing effectively for the individual needs of all children • The statutory National Curriculum requirements at the appropriate key stage • Monitoring, assessment, recording, tracking and reporting of pupils' progress • The statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Safeguarding 	<ul style="list-style-type: none"> • Understanding the positive links necessary within a school, and in turn with all its stakeholders
Skills	<ul style="list-style-type: none"> • Ability to inspire and motivate children • Ability to assess children, use AfL effectively and plan accordingly; differentiating work to meet each child's needs • Ability to promote disciplined behaviour throughout the class and school; and to have a positive approach to behaviour management • Work effectively as a member of a team • Communicate effectively (both orally and in writing) to a variety of audiences • Use IT to enhance children's learning as well as for planning, developing the curriculum and communicating • Ability to identify own learning needs 	<ul style="list-style-type: none"> • Evidence of outstanding lesson observations • An ability to be able to integrate outdoor learning into the curriculum
Personal Qualities	<ul style="list-style-type: none"> • Approachable and a team player • Resilience and enthusiasm • Well organised and flexible • Able to motivate self and others • Calm under pressure • Committed 	<ul style="list-style-type: none"> • A commitment to taking an active part in school life, including out of school hours activities • A commitment to learning outside the classroom, ie. using the school grounds, allotment, Forest School, etc.