

## **Class Teacher - Job Description**

To plan and implement learning activities in accordance with school requirements
To plan as part of a year group, contributing ideas and sharing resources with colleagues
To maintain records and carry out assessment activities in accordance to school requirements
To provide oral and written assessments, reports and references relating to individual pupils
To contribute to positive behaviours throughout the school, encouraging all pupils to maintain high standards of behaviour
To inform the Head Teacher or Designated Safeguarding Lead of any concerns about any of the children in your care
To provide a nurturing and stimulating classroom environment for all children
To enrich the curriculum with trips and visits to enhance the learning experience for all children
To direct and supervise support staff assigned to pupils with additional needs and/or lessons
To participate in teacher appraisal procedures
To keep professional skills up to date and be committed to Continuing Professional Development
To mark attendance registers and take an active role in promoting good attendance in accordance with school requirements
To follow school procedures and implement policies to promote the ethos of the school
To attend staff meetings and participate in INSET activities as required
To be responsible for monitoring and reporting to parents/carers on the progress of pupils in accordance with school requirements
To liaise with school staff, parents and other professionals to support pupils' learning
To be responsible for the pastoral needs of pupils and promote their mental health and well-being through offering guidance and advice, and by monitoring their social and emotional development
To promote the safeguarding and health of the whole school community when on school premises or when engaged in school activities elsewhere
To ensure equal opportunities and the principles of inclusion inform the teaching and learning process

## **Class Teacher - Person Specification**

<b>CRITERIA</b> Please provide specific examples in your personal statement of how you meet this essential criteria.	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications:</b>		
Qualified Teacher Status (QTS)	✓	
Evidence of training and commitment to continued professional development		✓
<b>Experience:</b>		
Teaching experience or practice in EYFS or KS1 or KS2	✓	
Clear understanding of the National Curriculum across key stages	✓	
Effective deployment of support staff	✓	
Positive contributions to wider school life and ethos of school	✓	
<b>Knowledge &amp; Skills:</b>		
Inspirational teacher with proven impact on pupils progress through setting high standards and effectively meeting the needs of all children	✓	
Understand how pupils learn and how this impacts on learning behaviours, wellbeing and attainment	✓	
Plan engaging lessons and opportunities to inspire, motivate and challenge	✓	
Understand a range of additional needs (SEND) and how to adapt for and support both academically and emotionally	✓	
Promote positive attitudes and values, maintain positive behaviours and treat children with respect, empathy and kindness	✓	
Support the mental health and wellbeing needs of children	✓	
Demonstrate a commitment to safeguarding and understanding of professional and statutory responsibilities	✓	
Create an inclusive learning environment and organised classroom	✓	
Monitor, assess, record and report on pupils' progress and attainment	✓	
Establish and maintain positive, sensitive and professional relationships with the school community and stakeholders	✓	
Maintain professionalism and uphold the school's reputation at all times	✓	
<b>Personal Qualities:</b>		
Good communicator who is flexible and adaptable	✓	
Enthusiastic, resilient and dedicated to teaching	✓	
Ability to maintain a healthy work-life balance	✓	
Additional language, sport skill, creative or musical talent		✓