



Hillmorton Primary School

Job Description: Class Teacher

Job Title: Class Teacher

Scale: MPS

Responsible to: The Headteacher and the Governing Body of the school

Relationships: Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals

- Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.

Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;

Maintain the positive ethos and core values of the school, both inside and outside the classroom;

Promote the school's mission statement;

Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;

As a Class Teacher:

The Class Teacher will:

Implement agreed school policies and guidelines;

Support initiatives decided by the Headteacher and staff;

Plan appropriately to meet the needs of all pupils, through differentiation of tasks;

Be able to set clear targets, based on prior attainment, for pupils' learning;

Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;

Keep appropriate and efficient records, integrating formative and summative assessment into planning;

Work with school leaders to track the progress of individual children and intervene where pupils are not making progress;

Report to parents on the development, progress and attainment of pupils;

Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy;

Participate in meetings which relate to the school's management, curriculum, administration or organisation;

Communicate and co-operate with specialists from outside agencies;

Make effective use of ICT to enhance learning and teaching;

Lead, organise and direct support staff within the classroom;

Participate in the performance management system for the appraisal of their own performance, or that of other teachers.

Name of Post holder:

Date :

Signature of Post holder:

Signature of Headteacher.....



Person Specification: Hillmorton Primary School

Post Title: Class teacher

	Essential	Desirable
Qualifications		
Educated to degree level	✓	
Qualified Teacher Status	✓	
Evidence of involvement in INSET/training activities as a participant		✓
Experience		
Recent relevant experience with primary aged pupils	✓	
Successful and varied teaching experiences		✓
Evidence of an understanding of the principles of teaching and learning in relation to Special Educational Needs.		✓
Proven track record in raising pupil attainment		✓
Professional Knowledge and Understanding		
Up to date knowledge of issues and developments in the Primary Curriculum and an understanding of child development and the way children learn.	✓	
Knowledge of assessment, recording and reporting of pupil's progress and achievements.	✓	
Good understanding of a range of positive behaviour management strategies	✓	
Familiarity with KS1 and 2 Standardised Attainment Tests		✓
Knowledge of the school's role in providing effectively for the needs of its pupils, including those with special educational needs.	✓	
Understands the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Safeguarding/Child Protection	✓	

Professional Skills and Abilities		
Able to promote the school's aims positively, and use effective strategies to motivate and inspire pupils	✓	
Able to plan for progression across the attainment range, designing effective learning across a series of lessons	✓	
Able to create a challenging, effective and stimulating learning environment.	✓	
Ability to use assessments of pupils learning to inform future planning	✓	
Ability to plan and work collaboratively with colleagues	✓	
Able to use ICT effectively		✓
Personal Qualities		
An appreciation of the importance of establishing and developing close relationships with parents, governors, the local community, partner schools, and other external agencies.	✓	
A teacher with a flexible approach to work who enjoys being a good team member	✓	
Must have good communication skills both orally and in writing	✓	
Must be able to manage own work load effectively	✓	
The ability to handle difficult situations sensitively		✓
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓	
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit	✓	
To practice equal opportunities in all aspects of the role and around the work place in line with policy	✓	
Committed to improving own practice	✓	
References		
Excellent and unequivocal	✓	
Health and Attendance		
A good record of both health and attendance	✓	