**Job Description: Class Teacher**

**Job Title: Class Teacher**

**Salary: Main Pay Scale**

**Job Purpose:**

The Class Teacher will:

* 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;
* contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
* ensure that the current national conditions of employment for schoolteachers are met.
* meet all National Teacher standards.

**Main Duties:**

The Class Teacher will:

* implement agreed school policies and guidelines;
* support initiatives decided by the Headteacher and senior 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 weekly and termly planning;
* report to pupil progress meetings half termly providing information and being accountable for pupils’ progress.
* report to parents on the development, progress and attainment of pupils;
* maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
* mark according to school’s policy including regular ‘next step’ feedback.
* participate in meetings which relate to the school's management, CPD, curriculum, administration or organisation;
* communicate and co-operate with specialists from outside agencies;
* 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.

**Person Specification: Class Teacher**

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|  | **Essential** | **Desirable** |
| **Qualifications** | Qualified Teacher status | Evidence of continuous INSET and commitment to further professional development |
| **Experience** | The Class Teacher should have experience of:  teaching at Key Stage | In addition, the Class Teacher might have experience of:  teaching across the whole Primary age range;  working in partnership with parents. |
| **Knowledge and understanding** | The Class Teacher should have knowledge and understanding of:  the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);  statutory National Curriculum requirements at the appropriate key stage;  the monitoring, assessment, recording and reporting of pupils’ progress;  the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection;  the positive links necessary within school and with all its stakeholders;  effective teaching and learning styles. | In addition, the Class Teacher might also have knowledge and understanding of:  the preparation and administration of statutory National Curriculum tests;  the links between schools, especially partner schools. |
| **Skills** | The Class Teacher will be able to:  promote the school’s aims positively, and use effective strategies to monitor motivation and morale;  develop good personal relationships within a team;  establish and develop close relationships with parents, governors and the community;  communicate effectively (both orally and in writing) to a variety of audiences;  create a happy, challenging and effective learning environment.  Provide high quality feedback ‘next step’ marking. | In addition, the Class Teacher might also be able to:  develop strategies for creating community links. |
| **Personal characteristics** | Approachable  Committed  Empathetic  Enthusiastic  Organised  Patient  Resourceful |  |