**Applicant Information**

Class Teacher

**Lightwoods Primary School**

**Job Description**

**Job Title Teacher**

**Grade TMS/UPS**

**Responsible to The Headtacher/Principal**

**The primary purpose of the role**

To act as a class teacher in the primary ages. To meet all the teacher’s standards and carry out those duties and responsibilities contained within the “School Teacher’s Pay and Conditions Document. To support the Headteacher/Principal, SLT and Trustees in creating an effective and high achieving primary school and deliver successfully the vision and ethos laid out in the education brief.

Note that we are split-site school and you may be asked to work in either Castle Road or Clent Road sites.

**Main Duties**

* Uphold and maintain the values of the school and future MAT chain.
* Have the highest expectations for yourself and your pupils in terms of mutual respect, collaboration and warmth.
* As Class teacher and within the context of the academy policy, identify educational aims and objectives for the class and create medium and short term plans.
* To prepare and teach a weekly timetable of lessons and activities appropriately matched to the age and range of abilities of every pupil in the class.
* To have available weekly and daily plans of teaching and learning activities prepared for the class.
* To ensure that the classroom practice supports all school policies.
* To insist on high standards of learning, behaviour, attendance and punctuality from pupils and yourself
* To deliver the curriculum in an exciting and stimulating way that aids children’s progression of both knowledge and skills
* To be ambitious for all learners planning appropriate activities that ensures progress for all
* To assist in the assessment of individual pupils and groups of pupils.
* To know the specific learning abilities and personal circumstances of every pupil in the allocated class.
* To provide information on pupils with special educational needs and assist the SENCO/Principal in providing effective support
* To monitor, record and comment on the learning and social development of each pupil through the school’s reporting systems. To provide guidance and advice to parent on educational and social matters and, report on their child’s progress
* To provide a purposeful and stimulating learning environment.
* To keep accurate and up to date daily register.
* To participate in the school’s Professional Development Programme and contribute to the development of school policy by attendance at staff meetings, planning and INSET days
* To participate in the arrangements for the appraisal of performance
* To use technology to support the learning of pupils and to assist the role of a class teacher such as planning, data collection and feedback.
* To co-operate in any other activities and developments as reasonably requested
* To work closely with the support staff and outside agencies to ensure proper inclusive practice in the classroom.
* To meet informally each day with support staff and to ensure that there is differentiation for all pupils in the classroom.
* To keep up to date with current research and findings about how best to create learning opportunities for our children at Shireland Technology Primary and adapt practice according to findings
* To further their skills and knowledge and actively pursue your own professional development. To be self-aware and role model continuous self-development.

**Safer Recruitment – Lightwoods is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**Person Specification**

**Job Title : Class Teacher**

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| **MINIMUM ESSENTIAL REQUIREMENTS** | **METHOD OF ASSESSMENT** |
| **Skills and Knowledge*** To be an excellent classroom practitioner
* To have an up to date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children.
* Ability to extract, analyse and evaluate issues from data, and to implement strategies for improvement for all pupil in your class.
* Ability to communicate effectively with staff and parents.
* To be proficient in the use of technology
* To have an understanding of the curriculum and what expectations look like
* To have a good understanding of teaching phonics
* Have knowledge of the importance of tracking progress and target-setting in order to bring about improvement.
* Have a sound knowledge of the National Curriculum; how skills and knowledge develop and what is needed for pupils to learn and make progress.
 | Application, Interview and Assessment Centre |
| **Personal Qualities*** To be warm in personality.
* To uphold and maintain the values of the school and future academy Trust.
* To have excellent time management and organisational skills.
* To be decisive, have a positive attitude and a creative outlook.
* To be driven and have commitment and enthusiasm.
* To have exceptional communication and interpersonal skills.
* To think creatively to anticipate and solve problems.
* To be able to enthuse others
 | Application, Interview and Assessment Centre |
| **Approach to Work*** To show a commitment to working in partnership with colleagues and families to provide the best education possible for our pupils.
* To be passionate about children’s learning and making a difference.
* To think out of the box when issues arise
* To have extremely high expectations of self and others.
* To be able to work under pressure, maintaining a sense of perspective and humour.
* To work collaboratively with others.
* To have commitment, honesty and dedication.
 | Application and Interview  |
| **Experience/Qualifications and Training*** Qualified teacher status.
* To have a very good understanding of Safeguarding responsibilities.
* To be able to demonstrate recent professional development.
* Recognise own professional development needs and be willing to learn new skills.
* To be proactive in outlook to your own development and professionalism.
 | Application Form |