

## **Manor Green Primary School**

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*"Learning Together"*

### **Manor Green Primary Job Description**

**Job Title: Class Teacher**

**Salary: TMS Main Scale (dependant on experience) + SEN Allowance**

The appointed person will work within a challenging and dynamic role. You will need to be enthusiastic and confident, together with an attitude focussed towards meeting the needs/aim of the pupils.

Accountable to: Headteacher for Curriculum / Deputy Headteacher for Assessment and for all professional duties to the Head of Department for Learning

Accountable for the general supervision of assistants in assigned groups

### **Main Duties**

#### **Critical friendship**

- To be able to work with and through people to develop the team
- Be an active and reflective listener
- To lead and manage open and honest team meetings
- To understand and value the individual's strengths
- To share and develop CPD goals
- To organise class systems and structures
- Identify roles and responsibilities within the team

#### **Modelling**

- Modelling good practice - lead by example
- To develop the 'our team' ethos
- To develop team capacity through coaching

#### **Monitoring**

- Have an ongoing overview of all learning
- To develop effective feedback skills
- To analyse and use effectively pupil assessment data to inform future learning

#### **Teaching and learning**

- To be an outstanding classroom practitioner
- To ensure that the curriculum coverage offers continuity and progression for all pupils
- To set realistic and challenging learning intentions in all subjects
- To be highly effective in evaluating the quality of teaching and learning
- To maximise inclusive and personalised learning opportunities
- To create and maintain an effective, orderly and stimulating classroom environment where pupils enjoy learning
- To be an active and inspirational member of a department

## Operational/Strategic

- Appropriate learning environments – purposeful, orderly and structured
- Relevant and appropriate resources to be maintained
- Effective displays that reflect process not product - a mix of information and celebration displays
- Effective IEP's for all pupils
- Personalised learning opportunities in place for all pupils
- Promote assessment for learning
- Formative assessments reviewed each ½ term
- Summative statements and evidence to be gathered for the core subjects each term and annually for all other subjects
- Weekly planning to be in school format and collated and annotated weekly (a termly file to be in place for STP)
- Communication sent home daily and must include a weekly coverage sheet and daily updates

Duties may be varied to meet the changing demands of the school and the governing body, at the reasonable direction of the Headteacher.

This job description is to be performed in accordance with the provisions of the School Teachers' Pay and Conditions document and the range of teachers' duties set out in that document.

It is expected that you will adhere to the Core and Extension elements on the National SEN Specialist Standards.

This job description does not define in detail all the duties and responsibilities of the post. It will be reviewed at the end of the academic year or earlier if necessary; it may be amended at any time after consultation with you