



Compass  
Academy Trust

<b>Job title:</b>	Class Teacher	
<b>Reports to:</b>	Headteacher, Senior Leadership Team, Line Manager	
<b>Scale/FTE:</b>	Main Pay Scale	Part Time

The Professional duties of teachers (other than the Headteacher) are set out in the School Teachers Pay & Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post holder have been set out below.

**Key Purpose:**

Responsibility for a Class

Co-ordinating activities relating to a subject area or areas, to include:

- Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action plans and practice
- Planning and managing associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment
- Giving guidance, support and encouragement to staff and leading in-service development sessions

**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 the current national conditions of employment for school teachers are met.

**Duties:**

The Class Teacher will:

- Implement agreed Trust and 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 assessment into weekly and termly planning;
- 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;
- Participate in meetings which relate to the school's management, 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.

Details and emphasis are subject to amendment and revision in the light of the changing needs of Compass Academy Trust. This will always be in consultation with the post holder and any additional training needs identified and discussed with the post holder's line manager.

Compass Academy Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

<b>Person Specification</b>	
Criteria	Essential = E Preferable = P Desirable = D
<b>Qualifications</b> <ul style="list-style-type: none"> <li>Have QTS</li> <li>Be willing to undertake relevant CPD</li> </ul>	E E
<b>Experience</b> <ul style="list-style-type: none"> <li>Have previous experience of working in a school.</li> <li>Previous experience working in partnership with parents</li> <li>Experience working as part of a team</li> <li>Experience working with pupils with SEND</li> <li>Experience working with children who have challenging behaviour</li> <li>Experience working with children with EAL</li> </ul>	E D P D D D
<b>Personal qualities</b> <ul style="list-style-type: none"> <li>Be committed to teaching.</li> <li>Supportive of their colleagues.</li> <li>Have good attendance and punctuality.</li> <li>Be proactive in the working environment.</li> <li>Be enthusiastic and positive.</li> <li>Be able to accommodate changes in priorities.</li> <li>Be able to anticipate workload and plan ahead.</li> <li>Be able to develop effective relationships with parents.</li> <li>Be able to encourage and enable others to reach their full potential.</li> <li>Self-confidence</li> <li>Ability to relate well to other professionals</li> <li>A flexible approach</li> </ul>	E E E E E P E E E D  D D
Date: May 2021	