



INSPIRE NURTURE BELIEVE ACHIEVE

*Working **together** to be the **best** that we can be.*

Happiness

Perserverance

Resilience

Kindness

Friendship

Respect

Class Teacher Job Description

Job title: Class Teacher – Maternity Cover

Salary: Main Pay Scale

Hours: 1:0 FTE

Contract type: Maternity – 1 year

Reporting to: Headteacher

Main purpose

The Teacher will:

- Fulfil the professional responsibilities of a Teacher, as set out in the School Teachers' Pay and Conditions Document and Career Stage Expectations
- Meet the expectations set out in the Teachers' Standards to an outstanding level
- Meet the expectations of Performance Management

Duties and responsibilities

Teaching

- Plan carefully to meet the objectives of a mixed age class (Reception, Year 1 and Year 2) ensuring challenge for all.
- Teach well-structured lessons to assigned classes, following the school's plans, curriculum schemes of work and expectations.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment.
- Adapt teaching to respond to the strengths and needs of pupils, including SEMH and SEND needs.
- Ensure lessons are carefully planned to meet our Federation Knowledge Milestones.
- Plan lessons that recap and revisit concepts and knowledge to ensure that learning 'sticks' and is transferred to pupils' long-term memory.
- Set high expectations which inspire, motivate and challenge all pupils.
- Promote good progress and attainment outcomes by pupils.
- Demonstrate good subject and curriculum knowledge.
- Participate in arrangements for preparing pupils for external tests.
- Participate in arrangements linked to external moderation.

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision.

- Make a positive contribution to the wider life and ethos of the school.
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Employ flexibility to cover elsewhere if necessary e.g. in the unforeseen circumstance that another Teacher is unable to teach.
- Work alongside their federation partner teacher, ensuring planning, resources and other shared aspects are completed to a high standard and in a timely manner.

Health, safety and discipline

- Promote the safety and wellbeing of pupils, using initiative to ensure safeguarding is a top priority at all times, completing CPOMS logs daily as necessary.
- Maintain good order and discipline among pupils, managing behaviour effectively using language of Emotion Coaching, to ensure a good and safe learning environment.
- Ensure school rules are followed and that restorative conversation is embedded into the daily routine.
- Develop an understanding of the school values and promote these and develop these in the children's actions.
- Complete appropriate Risk Assessments for learning, activities and school visits to ensure safety of the children in any planned activity.

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others, including TAs.
- Revisit targets and Career Stage Expectations and actively drive the personal development required to make improvements for the federation.
- Demonstrate the characteristics required to be an outstanding and impactful subject coordinator and potential future Key Stage Leader.

Communication

- Communicate effectively with pupils, parents and carers.
- Understand the requirements of a federation and the need for email communication.
- Uphold the school values with a positive and supportive attitude.

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within the school and the wider federation; meeting expectations from subject coordinators.
- Be organised and meet deadlines.
- Develop effective professional relationships with colleagues.

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the federation ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.
- Work dynamically and independently with enthusiasm, contributing a positive attitude to the team.

Management of staff and resources

- Direct and supervise support staff (and students where applicable) assigned to them, and where appropriate, other teachers.
- Contribute to the recruitment and professional development of other Teachers and support staff if required.
- Deploy resources delegated to them and use initiative to timetable.

Other areas of responsibility (Desirable for maternity Cover)

- Curriculum co-ordination of delegated subjects under the leadership of the Headteacher and Assistant Headteacher and following guidance from the staff member prior to Maternity commencing.

Notes: This job description relates to a federated contact and the post holder will attend weekly staff meetings on either school site. The description may be amended at any time in consultation with the postholder.

The job description is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out.

The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

The Teacher should pay due regard to the Teachers Pay and Conditions document and the Career Stage Expectations outlined by the federation.

Person Specification		
	Essential	Desirable
Attributes and Teaching Style	<ul style="list-style-type: none"> Effective experience in creating a positive climate and environment to secure accelerated learning. Evidence of being able to direct support staff to ensure good outcomes for all pupils. A Teacher with experience of KS1 SATs Effective time management in order to manage the demands of the curriculum / Teaching role. A skilled professional who has an engaging and dynamic style of Teaching and leading interventions. A Teacher with an understanding of SEND and SEMH and the complex needs that make up any cohort of children. A Teacher with experience of directing a TA to support a 1:1 child or groups of children. Someone who has the drive and ambition to make sure our children achieve their very best, promoting excellence within the class and Key Stage and sharing expertise across the federation. A person who can build trust with pupils and develop their independence, resilience and self-belief. A Teacher with a sense of humour and flair for primary education who will embrace the challenges of supporting children in a mixed age class. A positive character who has initiative and is self-motivated, willing to embrace change. A Teacher who cares. 	<ul style="list-style-type: none"> A Teacher who understands a <i>wide range</i> of SEMH and SEND how to apply strategies and includes all children in lessons. A professional who is able to manage their time effectively to meet the complex needs of any cohort to ensure that a 1:1 child is supported and that other interventions and Teacher Standards are fulfilled to a high standard. A character who has the drive to lead change with a relentless attitude to ensure that all children succeed; A character who demonstrates flexibility to meet the needs of then federation. A Teacher with an understanding of the full KS1 curriculum A Teacher with experience in Reception, Year 1 and Y2.
Education and Training	<ul style="list-style-type: none"> GCSE's or equivalent in Maths, English Science Grade A*- C (or equivalent). Degree in Education or a Primary Curriculum Subject. QTS. Thorough knowledge of teaching, learning and curriculum development in KS1 in primary schools. Commitment to their own continued professional development – a teacher who is self-motivated. Evidence of recent & relevant training. Safeguarding Awareness. 	<ul style="list-style-type: none"> Evidence of Maths Mastery training, and the development of knowledge and understanding a classroom setting. Training and / or understanding of Continuous Provision.

Professional Knowledge and Skills	<ul style="list-style-type: none"> • An excellent classroom practitioner (evidence of observations and feedback). • Experience of preparing children for KS1 SATs and Phonics Screening whilst maintaining the delivery of a Broad and Balanced curriculum. • Effective use of assessment data to plan sequences of learning that secures accelerated progress. • Can work effectively as part of a team, relating well to colleagues, pupils and parents. • Excellent use of ICT to support learning. • High expectations of all pupils. • Detailed knowledge of the National Curriculum and its planning and delivery. • Evidence of ability to maintain high standards of behaviour and develop attitudes of care, control and cooperation. • Experience of curriculum planning as part of a team. • Ability to self-motivate and lead a team of support staff. • High level of oral and written communication skills and ability to communicate with a wide range of audiences. • Able to offer subject expertise. • High level of organisational and planning skills. • Ability to use initiative, solve problems, make decisions and motivate others. • Ability to relate to and empathise with pupils and to build trusting relationships with them. • Experience of teaching in primary schools in KS1. • Able to evidence excellent pupil progress and attainment and work relentlessly to plug any gaps in Knowledge and Understanding. • Experience of working positively and closely with staff, parents and guardians. 	<ul style="list-style-type: none"> • An understanding of the Code of Practice for Special Educational Needs for teaching and learning. • An understanding of developing Growth Mindset through the dialogue and actions of day-to-day school life. • Experience of Teaching in a Mixed Age Class. • Experience of planning using White Rose Maths. • Experience of leading P.E and / or Science a subject coordinator. • Experience of teaching in primary schools in EYFS.
<u>Any additional factors</u>	<ul style="list-style-type: none"> • A commitment to abide by and promote equal opportunities, Health and Safety and Child Protection Policies • Commitment to an involvement in extra-curricular activities. 	<ul style="list-style-type: none"> • Understanding of CPOMS, Evolve and writing Risk Assessments.

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

This post is exempt from the Rehabilitation of Offenders Act 1974 and the appointment is subject to a satisfactory enhanced level disclosure and S128 clearance from the Disclosure & Barring Service (DBS).