**St Ann’s Heath Junior School**

**Class Teacher**

**Job Description and Person Specification**

**The school is committed to safeguarding, child protection and promoting the welfare of children and young people and expects all members of the school and its community to demonstrably share this commitment. We aim to foster good relations between all members of the school community ensuring they are treated equally and without prejudice.**

|  |
| --- |
| **Main Purpose** |
| The teacher will:   * Fulfil the professional responsibilities of a teacher, as set out in School Teachers’ Pay and Conditions Document. * Meet the expectations as set out in the Teachers’ Standards. * Promote and safeguard the welfare of all pupils within the school. |
| **Duties and responsibilities** |
| **Teaching**   * Plan and teach well-structured lessons to assigned classes, following the school’s plans, curriculum and schemes of work * 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 * Set high expectations which inspire, motivate and challenge pupils * Promote good progress and outcomes by pupils * Demonstrate good subject and curriculum knowledge * Where necessary, participate in arrangements for preparing pupils for external tests |
| **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 vision and values * 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 |
| **Health, safety and discipline**   * Promote the safety and wellbeing of pupils * Maintain good order and discipline among pupils, manage behaviour effectively utilising whole school strategies to ensure a good and safe learning environment |
| **Professional development**   * Take part in the school’s appraisal procedures * Take opportunities to develop professionally and share good practice to develop consistently high standards of teaching and learning * Take part in the appraisal and professional development of others, where appropriate |
| **Communication**   * Communicate effectively with pupils, parents and carers * Maintain strong relationships with pupils, exercise appropriate authority and act decisively as necessary * Be a positive role model and consistently demonstrate the positive attitudes, values and behaviour which are expected of pupils |
| **Working with colleagues and other relevant professionals**   * Collaborate and work with colleagues and other relevant professionals within and beyond the school * 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 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 |
| **Safeguarding**   * Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies * Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary * Promote the safeguarding of all pupils in the school |

Please note that this is illustrative of the general natures and level of responsibility of the role. It is not a comprehensive list of all tasks that a teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Co-Head Teachers.

**Person Specification**

|  |  |
| --- | --- |
| **Criteria** | **Qualities** |
| **Qualifications and Experience** | * Relevant teaching qualification recognised by the DfE * Be qualified to degree level or higher * Be qualified to teach and work in the United Kingdom |
| **Knowledge/ Understanding** | * Understanding of the National Curriculum and its requirements * Thorough subject knowledge * Knowledge of effective teaching and learning strategies * A good understanding of how children learn * Knowledge of guidance and requirements around safeguarding children * Knowledge of effective behaviour management strategies * Be committed to Equality, Diversity and Inclusion |
| **Skills/ Abilities** | * Ability to adapt teaching to respond to pupils’ individual needs * Effective communication skills * Ability to build effective working relationships with pupils * Assess, record and report on the achievements of children in accordance with the school’s policies and procedures * Competency in ICT skills, and ability to use ICT across the curriculum * Effective organisational skills |
| **Personal Qualities** | * A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school * Develop positive relationships with all members of the school community * Be organised, flexible and show initiative * Ability to motivate others and work as part of a team * Ability to prioritise workload effectively |