



## Sulhamstead and Ufton Nervet Primary C of E (VA) School

### Job Description and Person Specification

<b>Authority:</b> West Berkshire Council	<b>Location:</b> Sulhamstead and Ufton Nervet C of E (VA) Primary School
<b>Job title:</b> Class Teacher	<b>Grade/salary range:</b> ECT, TMR

**The responsibilities of the post are to be performed in accordance with the provisions of the School Teachers' pay and Conditions document and within the range of teachers' duties set out in that document.**

In addition, if you are not an ECT, you will be expected to lead in a foundation curriculum area or support in Maths, English or Science (to be negotiated).

#### Job Purpose

To carry out professional duties and to have responsibility for an assigned class.  
To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.  
To promote the aims and objectives of the school and maintain its philosophy of education.

#### Main duties and responsibilities

- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- To plan and teach challenging, well organised lessons and sequences of lessons that:
  - are informed by relevant and up to date subject, curriculum and pedagogical knowledge;
  - reflect the wide range of needs of children (two year groups) and foster independent learning where appropriate
  - use a range of teaching and learning strategies and resources.
  - take account of prior learning and attainment of those they teach and underpin sustained progress and effective transitions
  - to plan for and deliver quality literacy and maths lessons in line with school planning
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- To support and guide learners so that they can reflect on their learning, identify the progress they have made, set positive targets for improvements and become successful independent learners.

- To ensure that Safeguarding procedures are understood and fully implemented.
- To maintain good order and discipline among the pupils, safeguarding their well-being.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning and take account of diversity, promote equality and inclusion in line with British values.
- To foster the spiritual development of children as part of their personal development.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress using targets, termly tracking and other school systems
- To use classroom displays as a teaching tool and a reflection of children's work in progress and an acknowledgement of achievement as well as for information.
- To ensure effective use of support staff within the classroom, including any volunteers.
- To be part of a whole school team, actively involved in decision-making on the preparation, development and implementation of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.
- To liaise with outside agencies when appropriate e.g. Educational Psychologist.
- To evaluate performance through continuing professional development and act upon advice and feedback and be open to coaching and mentoring.
- To attend weekly staff meetings.
- To promote and model our Christian values.

*This School is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All shortlisted candidates will be asked to complete a criminal records self-disclosure form and successful candidates will be subject to Disclosure and Barring Service (DBS) checks along with other relevant employment checks.*

## PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications And Training</b>	Qualified teacher status	A degree or equivalent qualification Evidence of in-service professional development
<b>Competence Summary</b> (Knowledge, abilities, skills, experience)	<p>Thorough knowledge and understanding of the National Curriculum</p> <p>Understanding of assessment and AfL</p> <p>Recent and relevant training of working in an appropriate Key Stage.</p> <p>The ability to organise and manage a class to promote effective learning and excellent behaviour.</p> <p>The ability to assess and evaluate pupil attainment and plan teaching and learning accordingly.</p> <p>Awareness and understanding of the implication of equal opportunities, British Values, multicultural education and inclusion.</p> <p>Knowledge of computer software relevant to the curriculum and understand the potential of computer technology to enhance the curriculum.</p> <p>Awareness and understanding of the role of parents in education.</p>	<p>Outstanding subject knowledge to lead an area of the curriculum across the school</p> <p>Recent and relevant experience of moderation.</p> <p>First aid training</p> <p>Masters degree in specialist subject</p> <p>Other expertise e.g in music/sport/science/ICT/art...</p>
<b>Work-related Personal Requirements</b>	<p>Ability to manage time effectively and prioritise accordingly</p> <p>The ability to work as part of a team and contribute to whole school developments.</p>	Experience of working in a small school
<b>Other Work Requirements</b>	<p>Commitment to supporting and upholding the Christian values and ethos of our school</p> <p>A good sense of humour!!</p>	