



Job Description

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| Job Title | Class Teacher |
| Salary and grade: | Standard national scale in line with the current <i>School Teachers' Pay and Conditions</i> document |
| Line manager: | The Headteacher, members of Senior Leadership Team (SLT) and the Governing Body of the school |

Main purpose of the job:

- To offer all learners a fulfilling education creating a stimulating environment, which guarantees equality of opportunity for all;
- To deliver and tailor the curriculum as relevant to the age and ability of learners;
- To work in collaboration and partnership with learners, parents/carers, other staff, the wider MAT and external agencies;
- To pro-actively promote and safeguard the welfare of children and young people.

Duties and responsibilities

All teachers are required to carry out the duties of a school-teacher as set out in the current *School Teachers Pay and Conditions* document and to meet the expectations outlined in the *Teacher Standards*.

Teaching

- Plan for progression across the age and ability range you teach, designing effective lessons/programmes of work in accordance with the needs of individual learners
- Teach challenging, well organised lessons, using an appropriate range of teaching (pedagogical) strategies which meet individual learners' needs
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and monitoring learners' progress and levels of attainment
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development
- To deliver and tailor the curriculum as relevant to the age and ability of learners
- Advise and work collaboratively with the headteacher and others on the preparation and development of teaching materials, teaching programmes, methods of teaching and assessment together with pastoral arrangements as appropriate
- Participate in arrangements for assessment within the remit of the *School Teachers' Pay and Conditions* document
- Demonstrate at least good subject knowledge across all areas of the curriculum
- Adapt teaching to respond to the needs of learners
- Direct and supervise support staff assigned to them and, where appropriate, other teachers
- Deploy resources to meet the needs of all learners

Wider duties

- Communicate and consult with the parents/carers of learners sensitively and effectively
- Communicate and co-operate with any relevant external bodies
- Be fully conversant with and implement the school's and Trust procedures and policies



- Make a positive contribution to the wider life and ethos of the school and the Trust

Appraisal and professional development

- Participate fully with arrangements made in accordance with the current Appraisal Regulations
- Regularly review the effectiveness of your teaching and assessment procedures and their impact on pupils' progress, attainment and well-being, refining your approaches where necessary
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or Trust including as a result of performance management
- Where appropriate take part in the appraisal and professional development of others

Health and well-being

- Establish a purposeful and safe learning environment for learners
- Manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's Behaviour Policy
- Use a range of behaviour management techniques and strategies adapting them as necessary to promote self-responsibility and independence of all learners
- Raise all concerns regarding the behaviour, progress or welfare, child protection or emotional health of any learner with the appropriately identified person
- Pro-actively promote and safeguard the welfare of children and young people

Team working and collaboration

- Develop effective professional relationships with colleagues
- Participate in any relevant meetings/professional development opportunities at the school or across the Trust which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues, including across the Trust, sharing the development of effective practice

Exercise of particular duties

- Perform any reasonable duties as requested by the Headteacher or senior 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 practises of the school and Trust maintaining high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out professional duties and responsibilities.

Note

This job description is not your contract of employment nor any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school or Trust is changed. Nothing will be changed without consultation.



Person Specification

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| Job title: | Class Teacher (including NQT's) |
| Salary and grade: | Standard national scale in line with the current School Teachers' Pay and Conditions document |
| Line manager: | The Headteacher, members of the senior leadership team (SLT) and the local governing body of the school |

| Criteria | Qualities |
|--------------------------------------|---|
| <i>Qualifications and experience</i> | <ul style="list-style-type: none"> • Qualified teacher status • Degree • Successful primary teaching experience including within a relevant Phase/Year Group |
| <i>Skills and knowledge</i> | <ul style="list-style-type: none"> • Knowledge of the National Curriculum • Knowledge of effective teaching and learning (pedagogical) strategies • Knowledge of a range of assessment and recording strategies; how these can be most effectively used to monitor learners' attainment and progress • A good understanding of how children learn • Ability to adapt teaching to meet pupils' needs • Ability to build effective working relationships with all pupils whatever their needs or backgrounds • Ability to mark learners' work accurately and provide effective feedback • Knowledge of the guidance and requirements around safeguarding children including how to apply this in their role • Knowledge of effective behaviour management strategies and ability to apply these effectively • Good IT skills, particularly using IT to support learning |
| <i>Personal qualities</i> | <ul style="list-style-type: none"> • Ability to communicate effectively with colleagues, learners, parents and carers • Reflective and resilient • A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school • High expectations for children's attainment and progress • Ability to work under pressure and prioritise effectively • Commitment to maintaining confidentiality at all times • Commitment to safeguarding and equality |

In addition to the ability to perform the duties of the post, issues relating to safeguarding and promoting the welfare of children will need to be demonstrated; these will include:

- Motivation to work with children and young people,
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people,
- Emotional resilience in working with challenging behaviours,
- Attitudes to use of authority and maintaining discipline.