

**Class Teacher**

**Job Title:** Class Teacher

**Work Location:** School Based

**Reports To:** Line Manager & Headteacher

**Salary Range:** M1 – M6 (£26,948 - £38,174)

**Hours:** 32.5 hours a week

**Role Summary:**

To teach pupils in a highly effective manner within the school.

To carry out other associated duties which are reasonably assigned by the Head Teacher.

**Key Duties and Responsibilities**

* The professional duties of a teacher shall include:
* To be responsible to the Head Teacher for teaching duties and responsibilities and for teaching tasks.
* To teach, according to their educational needs the children of an allocated class, groups or groups according to the internal organisation of the school. The post requires you to teach children within the Nursery/Primary age range.
* To control and oversee the use and storage of books and other teaching materials and resources provided for class use and to monitor them being aware of equal opportunities issues.
* Maintain discipline in accordance with the school’s behaviour policy.
* To attend and contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole.
* To promote equal opportunities within the school and to seek to ensure the implementation of the school’s equal opportunities and inclusion policies.
* To monitor and report to parents on the progress of children in their allocated class.
* To assess children’s achievements and progress and record this in accordance with arrangements agreed within the school.
* To mark attendance registers.
* To supervise the work of other adults in your classroom where appropriate.
* To carry out particular duties which the Headteacher may reasonably direct.
* To adhere to school policies at all times

In an effort to resolve the tension brought about by finite resources and the need for all teaching staff to hold some form of additional responsibility the post of **Associate Curriculum Co-ordinator** has been identified. Post holders with this title do not get paid an additional TLR allowance. However, their sphere of responsibility is constrained as a result.

In broad terms the responsibilities of associate curriculum co-ordinators are as follows:

* provision of support and advice on a subject to other colleagues;
* provision of support and advice in relation to the purchase, organisation and suitability of subject related resources;
* keeping up to date with regard to relevant subject developments including attendance on courses when relevant; and
* to take responsibility for a subject with specific reference to policy, scheme, and resource developments as part of a team or working party

**Person specification including Key Skills and Competencies:**

* Qualified Teacher Status.
* Evidence of a commitment and enthusiasm for collaborative practices and high quality provision in teaching and learning.
* Evidence of an understanding of child development and children's learning within a school context.
* Evidence of an understanding of effective classroom organisation and management.
* Evidence of an ability to form and maintain effective relationships with staff, parents and children.
* Evidence of an understanding of the need for continuity, coherence, and balance in relation to the learning needs of children and appropriate curricular provision.
* Evidence of an understanding of the need for effective planning, record keeping, testing, and assessment in relation to children's learning.
* This role falls within the category of regulated activity, therefore you will be required to have an enhanced DBS check and a barred list check. Should you receive any cautions or convictions whilst in our employment these must be reported immediately to your line manager.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and work in accordance with our child protection policies and procedures.

The post holder’s responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact will be to adhere to and ensure compliance with the school’s policies at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the school’s Designated Safeguarding Officer or Deputy Safeguarding Officer.

**Closing Date: Friday 14th January**

**Interviews: To Be Confirmed**

*This job description is not exhaustive as a teacher at The Winns you may be required to take responsibility for other ad hoc duties as directed by the Headteacher. Teachers are also required to be aware of confidential issues linked to home/child/teacher/school matters and to keep confidences appropriately.*

*This Job Description is subject to review on a regular basis in order to take account of the changing needs of the school.*