



WE ARE ASTREA

CLASS TEACHER (YEAR 3)

HATFIELD PRIMARY ACADEMY

Part of

ASTREA ACADEMY TRUST





Open Letter from Principal

Dear Candidate,

Thank you for your interest in this role at Hatfield Academy.

Hatfield Academy is part of a wonderful community in Sheffield. We are working really hard to make a real difference to whole families. We are an inclusive school, who believes that working with the whole family is at the heart of ensuring success for our children.

The school is a 2 form entry school with approximately 366 pupils. Hatfield Academy is located in Firth Park. It is close to the M1, Meadowhall and Sheffield City Centre with good transport links.

HATTERS At Hatfield Academy, the Hatters Code is at the centre of all we do. H – Honest A – Active T - Thoughtful T - Trustworthy E - Enthusiastic R – Responsible S – Self-confident. If you feel these attributes are part of your values then Hatfield Academy would love to meet you.

We are looking forward to meeting you!

Katy Richards
Principal at Hatfield Primary Academy



JOB DESCRIPTION

| | |
|------------------------|--------------------------|
| SALARY | Main Pay Scale (M1 – M6) |
| CONTRACT TYPE | Permanent |
| WORKING PATTERN | Monday to Friday |
| HOURS PER WEEK | 32.5 |

Purpose

- To plan, teach, monitor, assess and evaluate the education programme for the children taught.
- To share in the corporate responsibility for the well-being and discipline of all pupils
- Take responsibility for the learning and achievement of all pupils in the class ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school
- Work constructively as a member of staff within the whole school team.
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012)

Key Accountabilities

- Maintain the positive ethos and core values of Hatfield Academy, both inside and outside the classroom
- Plan appropriately to meet the needs of all pupils
- Recognise that the safeguarding of children and the health and safety of all members of the school community is the responsibility of every employee
- Foster and maintain a caring and positive, stimulating environment, where resources can be accessed appropriately by all pupils
- Provide pastoral care and support to children, including providing them with a secure environment in which to learn

Key Responsibilities

- Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy
- Have high expectations of progress and attainment for all children
- Keep appropriate and efficient records, integrating formative and summative assessment into planning
- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress
- Lead, organise and direct support staff within the classroom



- Report to parents on the development, progress and attainment of pupils
- Implement agreed school policies and guidelines
- Support initiatives as outlined in the School Development Plan
- Take a role in the wider community of the school
- Liaise with the teaching and non-teaching staff of the school; governors, parents, children, advisers and other professionals as appropriate
- Participate actively in meetings which relate to the school's management, curriculum, administration or organisation
- Take an active role in developing their skills and knowledge through CPD
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and other stakeholders
- Participate in the performance management system for the appraisal of their own performance.

Monitoring and Assessment

- Be able to set clear targets, based on prior attainment, for pupils' learning
- Evaluate pupils' progress through a range of assessment activities.
- Assess pupils' responses to learning tasks and where appropriate, modify methods to meet individual and/or group needs.
- Monitor pupils' participation and progress and provide constructive feedback to pupils in relation to their progress and achievement.

General

- Abide by the Health & Safety at Work Act.
- Attend training as required.
- Assisting with taking pupils on educational visits
- Respect confidentiality, applying to all areas.
- Work within School and the Trust policies and procedures.
- Participate and contribute to team meetings.
- Co-operate and liaise with departmental colleagues.
- Remain flexible and work in any phase as specified by the leadership team.

All Hatfield Academy employees are expected to:

- Demonstrate a commitment to their own development, to take advantage of education and training opportunities and develop their own competence.
- Support and encourage harmonious internal and external working relationships.
- Make a positive contribution to raising the profile of the School.



PERSONAL SPECIFICATION

Experience

- Excellent classroom teacher
- Previous experience of teaching in a primary school setting
- Experience of teaching experience across the primary age
- Evident of contributing to extra-curricular activities

Qualifications

- Degree
- Qualified Teacher Status
- Successful completion of Induction Year (desirable)

Behaviours & Skills

- Ability to demonstrate effective behaviour management strategies
- An understanding of the educational development of pupils
- In-depth knowledge of the primary curriculum
- Understanding and experience of assessment systems
- A clear understanding of multicultural/EAL issues
- Willingness and ability to pursue professional learning/ qualifications for the post
- Ability to support and develop School Development Priorities
- Effective teaching and learning strategies
- A commitment to inclusion and pupil wellbeing
- High expectations of self and others with a Professional demeanour
- Ability to relate well to children and adults
- Effective interpersonal skills
- Effective organisational skills
- Calm, positive and ability to work under pressure
- Confidence and commitment
- A willingness to work in any year group

This is not exhaustive.

Astrea Academy Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff and volunteers to share this commitment. Posts are subject to enhanced DBS checks. For further details on the recruitment process, please review our Recruitment Pack. This can be found attached to each vacancy or requested by emailing recruitment@astreaacademytrust.org