



**Education  
Trust**

## **Classroom Teacher Job Description**

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|------------------------|---|
| <b>JOB TITLE:</b>      | Classroom Teacher   |
| <b>RESPONSIBLE TO:</b> | Head of School  |
| <b>GRADE:</b>          | Dependent on Experience   |
| <b>SALARY:</b>         | Dependent on Experience   |
| <b>HOURS:</b>          | Outlined in Part XII of the Teacher's Pay and Conditions Document |

### **KEY PURPOSE OF THE POST**

#### **Main Responsibility**

You are required to carry out the duties of a teacher as set out in part XII of the Schoolteacher Pay and Conditions Document (copy of relevant paragraphs appended).

### **SPECIFIC RESPONSIBILITIES**

- Taking responsibility for the welfare and teaching of a class of children
- You are required to carry out the duties of a teacher as set out in the Schoolteacher Pay and Conditions Document.
- taking responsibility for learning and teaching of a class of pupils
- adopting an inclusive approach to learning and teaching
- deploying support staff effectively
- planning and resourcing for the needs of all pupils, including those with SEN, EAL and those in receipt of the Pupil Premium Grant
- making records of and reporting on pupils' needs, progress and attainment, as appropriate
- to be aware of and comply with the policies and procedures relating to Safeguarding, Child Protection, Health and Safety, E-Safety, Staff Conduct, Confidentiality and Data Protection, Feedback & Marking
- work collaboratively with co-teachers within the year team
- participating in meetings appropriate to the needs of the pupils, e.g. parents, outside agencies, outreach
- to attend staff training

### **PROFESSIONAL VALUES**

- Willingness to participate in Performance Management and Professional Development, including attendance at relevant staff development (internally and externally) and apply the knowledge



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- Commitment to adopt, adhere and work within Trust policies and procedures and help identify, minimise and eliminate any Health and Safety issues in the workplace
- Value diversity and promote equal opportunities.
- Ensure that all information in relation to the Trust is treated with discretion and strict confidentiality at all times
- Demonstrate a high level of courtesy and care at all times
- Commitment to the Safeguarding and welfare of children at all times
- Recognises the value and benefits of team working

#### **BUDGET/ FINANCE RESPONSIBILITIES**

- None

#### **SUPERVISION/ LINE MANAGEMENT RESPONSIBILITIES**

- None

#### **GENERAL**

- Support the ethos, aims and vision of the Trust.
- Support the Trust in its drive to raise standards for all pupils.
- Support the enhancement and operation of the learning environment of the Trust.

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below.

In drawing up this job description the Trustee's and CEO acknowledge their responsibility, in ways defined for the CEO in their Conditions of Employment, to enable the holder of each post to carry out the assigned duties and responsibilities. Staff will be consulted as appropriate during any review of such policies.

This job description will be reviewed annually and may be amended at any time after consultation with you.

**Inspiring the individuals today, for a better society tomorrow**

**Person Specification**  
**Class Teacher**

|                       |  |
|-----------------------|--|
| <b>POST</b>           | Class Teacher  |
| <b>QUALIFICATIONS</b> | Degree + QTS<br>PGCE [if initial degree not in Education]  |
| <b>EXPERIENCE</b>     | This post is open to suitably qualified teachers with a range of experience across the primary range |

**EXCELLENT CLASSROOM PRACTICE**

- High quality planning, teaching and assessing
- High expectations of oneself, of children in all areas of school life in line with school ethos
- An understanding of the needs of the varying needs of children and how to best meet those needs through appropriate teaching styles and strategies
- Secure subject knowledge and pedagogical understanding

**PERSONAL QUALITIES**

- Positive, energetic, enthusiastic and committed to professional development
- Resilient and optimistic
- Creative and child-centred
- Exemplary classroom management and organisational skills
- Exemplary behaviour management and able to maintain a positive working atmosphere
- Enthusiasm, knowledge and expertise in primary education
- Able to create an appropriately stimulating and attractive classroom environment
- Willing to take and act on advice
- Reflective and evaluative and able to adapt existing good practice
- Keen to continue improving own knowledge, skills, practice
- Interpersonal and communication skills of the highest quality
- Able to work constructively in teams
- Able to communicate effectively with parents
- Interested in action research and developments within the field of education
- A sense of fun and humour