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| **JOB TITLE** | Class Teacher | | | | |
| **RESPONSIBLE TO** | Headteacher | | | | |
| **SUPERVISES** | Teaching Assistants | | | | |
| **GRADE** | Main or Upper Pay Range | Hours | 32.5 | Weeks | Full year |

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| **JOB PURPOSE** |
| * Fulfil the professional responsibilities of a teacher, as set out in the School Teachers’ Pay and Conditions Document * Meet the expectations set out in the Teachers’ Standards * Meet the expectations of the Staff Code of Conduct * Meet the expectations of the Nolan principles of public life |

**MAIN RESPONSIBILITIES**

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|  | Teaching   * Plan and teach well-structured lessons to assigned classes, following the school’s plans, curriculum and schemes of work * Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment * Adapt teaching to respond to the strengths and needs of pupils * Set high expectations which inspire, motivate and challenge pupils * Promote good progress and outcomes by pupils * Demonstrate good subject and curriculum knowledge * Participate in arrangements for preparing pupils for external tests |
|  | **Whole-school organisation, strategy and development**   * Contribute to the development, implementation and evaluation of the school’s policies, practices and procedures, so as to support the school’s vision and values * Make a positive contribution to the wider life and ethos of the school * Work with others on curriculum and pupil development to secure co-ordinated outcomes * Provide cover, in the unforeseen circumstance that another teacher is unable to teach |
|  | **Health, safety and discipline**   * Promote the safety and wellbeing of pupils * Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment |
|  | **Professional development**   * Take part in the school’s appraisal procedures * Take part in further training and development in order to improve own teaching * Take part in the appraisal and professional development of others, where appropriate |
|  | **Communication**   * Communicate effectively with pupils, parents and carers |
|  | **Working with colleagues and other relevant professionals**   * Collaborate and work with colleagues and other relevant professionals within and beyond the school * Develop effective professional relationships with colleagues |
|  | Safeguarding   * Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and the Trust safeguarding and child protection policies * Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary * Promote the safeguarding of all pupils in the school |
|  | **Management of staff and resources**   * Direct and supervise support staff assigned to them, and where appropriate, other teachers * Contribute to the recruitment and professional development of other teachers and support staff * Deploy resources delegated to them |
|  | To ensure that all activities undertaken are done so safely and to report any unsafe practices or conditions identified as soon as possible to a senior manager |
|  | To actively promote the safeguarding and welfare of pupils at all times |
|  | Notwithstanding the detail in this job description, the job holder will undertake such work as may be determined by the CEO/Headteacher/Governing Body from time to time, up to or at a level consistent with the Main Responsibilities of the job. |

This job description may be amended at any time in consultation with the postholder.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Person specification

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| criteria | qualities |
| **Qualifications  and experience** | * Qualified teacher status * Degree |
| **Skills and knowledge** | * Knowledge of the National Curriculum * Knowledge of effective teaching and learning strategies * A good understanding of how children learn * Ability to adapt teaching to meet pupils’ needs * Ability to build effective working relationships with pupils * Knowledge of guidance and requirements around safeguarding children * Knowledge of effective behaviour management strategies * Good ICT skills, particularly using ICT to support learning |
| **Personal qualities** | * 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 * Commitment to the values of the Trust |