



Crown Lane Primary School

Job description

Role: Class Teacher

Grade: Inner London Main Pay Scale

Reporting to: Line managed by Head of School

Responsible for: Whole class teaching

Purpose of post

- To be an effective and reflective classroom teacher able to demonstrate and share good practice.
- To plan and prepare good lessons with regard to individual need, with reference to school policies, national requirements and local policies.

Main duties

- Work with all members of staff and the Governing Body to realise the vision of the school.
- Promote the school ethos in all aspects of school life.
- Set high expectations for all pupils and support staff and continually strive to raise standards.
- Be familiar with and show a clear understanding of all school policies and ensure that they are put into practice.
- Take full responsibility for the class throughout the school day, including movement around the school and when on educational visits.
- Ensure the maintenance of good order and discipline among all students and safeguard their Health and Safety, both on school premises and when they are engaged in authorised activities elsewhere.
- Have high expectations of behaviour, promoting self-control and independence of all learners
- Prepare teaching areas in advance of daily lessons and ensure they are tidy at the end of the day.
- Provide quality teaching and learning opportunities that are appropriate for the full range of children's abilities.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons and interventions to meet the needs of the children.



Crown Lane Primary School

- Plan, deliver and monitor a range of specialist interventions to support the needs of the children in your class in collaboration with professionals.
- Have a clear understanding of the needs of all pupils, including those with special educational needs; most able; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Give quality feedback to children about their learning.
- Be committed and able to work within an inclusive setting
- Provide professional leadership and direction and act as a good role model
- Work in partnership with others so that each child is given the best opportunity to achieve
- Prepare displays, prepare assemblies, organise and lead parents' meetings as appropriate.
- Manage and organise non-teaching staff as appropriate.
- Establish a partnership with parents involving them in their child's learning through regular communication.
- Be responsible for creating a stimulating environment in which students reach their full potential.
- Be responsible for writing annual reports on the students assigned to you, and prepare for and attend annual reviews and provide evidence to support the children's progress.
- Work effectively and co-operatively within a multi-disciplinary team.
- Keep abreast of current good practice through reading, attending courses, evaluating materials, resources and ideas and visiting schools.
- Be committed to their own professional development and the development needs of the school.
- This job description may be amended at any time after discussion with you but in any case, it will be reviewed one year after appointment.



Crown Lane Primary School

Accountability;

- Class Teachers are responsible to Assistant Head teachers directly and to the Headteacher and, in his absence or on his behalf, the Deputy Head Teacher.
- Teachers are accountable to parents/carers and are in loco parentis when engaged in authorised school activities.
- Teachers are responsible for the curriculum they provide which should reflect school and local education policy and Government legislation.

Equal Opportunities

To take responsibility, appropriate to the post for tackling unlawful discrimination amongst all groups in line with the Equalities Act 2010.

Safeguarding

To have a due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Local Authority

Health and Safety

To work in compliance with the School's Health and Safety policies and under the Health and Safety at Work Act (1974), ensuring the safety of all parties with whom contact is made, such as members of the public, in premises or sites controlled by the school.

To ensure compliance of procedures are observed at all times under the provision of safe systems of work through a safe and healthy environment and including such information, training instruction and supervision as necessary to accomplish those goals.

Data Protection

When working with computerised systems to be completely aware of responsibilities at all times under the Data protection Act 1998 for the security, accuracy, and significance of personal data held on such systems.



PERSONAL SPECIFICATION

CLASS TEACHER

A. Qualifications

Essential

1. Qualified Teacher Status
2. Primary Training

Experience

3. Experience of Primary teaching (minimum of 2 years)
4. Evidence of using and developing planning and assessment procedures
5. Experience of working as part of a team including outside agencies
6. Experience of teaching children with SEND to include using TEACCH/PECS approach to support pupils with ASD
7. Experience of working with children who have English as an additional language

Knowledge, Skills and Competencies

8. Knowledge and experience of the characteristics of high-quality teaching and the willingness to adopt new strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
9. Ability to identify, take direction and respond to key issues affecting children's performance in progress.
10. Ability to deliver the curriculum to all students in innovative and inspiring ways.
11. Ability to set achievable targets and raise standards and enable staff to maintain good planning and assessment procedures.
12. Good understanding of issues associated with Inner City schools and commitment to promoting equality of opportunity in all aspects of school life.
13. Knowledge of the legal requirements of the National Curriculum and the foundation Stage.
14. Understanding of the welfare needs of children with complex learning disabilities and a knowledge of Health and Safety issues
15. Ability to communicate effectively both orally and in writing with pupils, parents/carers, staff and the wider community
16. Ability to organise own workload effectively.