Post Title:	**Class Teacher- temporary (2 terms)** *This post is a designated customer facing role under the fluency duty and requires a specified level of spoken English in the person specification
Salary:	MPS/UPS
Responsible to:	Headteacher
Responsible for:	n/a
Purpose of job:	• TO TEACH DESIGNATED PUPILS AND UNDERTAKE ASSOCIATED PASTORAL AND ADMINISTRATIVE DUTIES AS WELL AS OTHER GENERAL RESPONSIBILITIES, HAVING FULL REGARD FOR THE SCHOOL'S ETHOS, AIMS AND POLICIES • TO UNDERTAKE TASKS RELATED TO THE DEVELOPMENT OF A CURRICULUM AREA (if applicable)

JOB DESCRIPTION FO R POST OF: CLASS TEACHER

Specific Duties and Responsibilities

The post holder must at all times carry out his/her responsibilities within the spirit of City Council and School policies and within the framework of the Education Act 2002, and School Standards and Framework Act 1998 with particular regard to statutory responsibilities of the Governing Bodies of Schools.

Employment Duties

To be performed in accordance with the provisions of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document (Part XII of the 'Teachers Pay and Conditions Document').

General Responsibilities

- To pursue the aims of the school in a positive manner and promote the agreed ethos
- To work co-operatively within a whole staff team, and within the year/teaching and learning group to achieve continuous improvement with constant regard to quality in both learning and teaching
- To teach pupils according to their individual needs, including the planning and assessment of work in line with agreed policies of the school
- To monitor and assess children's progress and report to parents
- To implement and maintain the school's policy on discipline and behaviour
- To support the school's endeavours to meet the needs of its community
- Participate in the school's performance management process
- Particular Responsibilities
- To promote and monitor the organisation of the learning and teaching through a particular subject throughout the school

Class Teacher Duties

- To plan programmes of work for pupils in co-operation with teaching colleagues within the team in order to ensure that all children are taught by members of that team experience similar learning opportunities
- To plan work matched to the individual needs of children and within the school's agreed policy and schemes of work
- To produce written records of such planning in accordance with school policy
- To assess and record pupil's achievements and progress within the statutory requirements and school's assessment policy and report to parents
- To contribute to meetings, discussions and management systems necessary to ensure the co-ordination of the work of the school as a whole
- To ensure that the classroom is kept tidy and attractive, with children's resources readily available for them to find independently
- To contribute to the ideas within and the implementation of the School Improvement Plan
- To supervise the use of support staff relevant to the class.
- To contribute to the provision of a safe and secure learning environment.

Working Environment and Conditions of the Post

- Due to the routine of the schools and the terms and conditions of the sector, the workload may not be evenly spread throughout the year.
- The post may be required to travel and work within any school in the Sheffield South East Trust.

General Duties

- To contribute to whole school events as and when required.
- To ensure accurate records are securely maintained and held in accordance with General
- Data Protection Regulations (GDPR)/Data Protection Act 2018.
- Be aware of and support diversity, ensuring equal opportunities for all.
- Develop professional, constructive relationships with other agencies, schools and professionals.
- Participate in meetings, training and performance development as necessary.
- Recognise own strengths and areas of expertise using these to advise and support others.
- Be willing to undertake training and professional development as required of the post.
- Any other duties and responsibilities appropriate to the grade and role.

Promotion of Trust Values

- To contribute to the overall development of Sheffield South East Trust to ensure the Trust operates on the basis of shared and collective responsibility.
- To contribute to the overall ethos, work and aims of Sheffield South East Trust.
- To support and contribute to the Trust's commitment to safeguarding all students. All schools in the Sheffield South East Trust are committed to safeguarding and promoting the welfare of children and young people. Therefore, all employees are expected to share this commitment.
- To be aware of the school's duty of care in relation to staff, students and visitors and to comply with all health and safety policies at all times.
- To be aware of and comply with the codes of conduct, regulations and policies of the School and its commitment to equal opportunities.
- All the above duties and responsibilities to be carried out in accordance with policies adopted by the School Governing Body and current legislation with an emphasis on Customer Care, Equal Opportunities, Data Protection and Health and Safety
- This job description is current at the date indicated below but, in consultation with the post holder, it may be changed by the Headteacher/CEO to reflect or anticipate changes in the post commensurate with the grade or job title.

Person Specification

Specification	Essential	Desirable	Evidence
Qualification/ Training	• Qualified Teacher status • Teaching degree or equivalent (BA, BEd, PGCE etc.) • GCSE at grade C or above (or equivalent) in English and Maths • Qualified Teacher Status (QTS). • Degree or equivalent qualification. • Evidence of continuing professional development relating to Early Years practice. • Secure knowledge and understanding of the Early Years Foundation Stage (EYFS) Framework and current statutory requirements. • Understanding of effective assessment practices within the EYFS.	• Paediatric First Aid qualification • Additional qualifications or training in Early Childhood Development, Speech and Language, SEND or Outdoor Learning. • Training in safeguarding, child protection and trauma-informed practice.	• Certificates • Application Form
Experience	• Successful experience teaching within the Early Years Foundation Stage. • Proven ability to create engaging and stimulating learning environments that support children's development across all areas of learning. • Experience of using assessment effectively to identify next steps and secure progress for all children. • Experience of working collaboratively with colleagues, parents and external agencies to support children's development and wellbeing. • Experience of adapting provision and teaching to meet the needs of all learners, including disadvantaged pupils and those with SEND.	• Experience of working within a school committed to continuous provision and child-initiated learning. • Experience of supporting colleagues through coaching, mentoring or professional development.	• Application Form • Interview • References
Professional Attributes	• Demonstrate excellent subject and	• Enthusiasm and willingness to	• Application Form • Interview

	pedagogical knowledge of Early Years education and child development. • Have a clear understanding of how high-quality interactions support children's learning and progress. • Be passionate about providing every child with a strong and successful start to school. • Create rich, purposeful and engaging learning experiences that promote curiosity, independence and resilience. • Have high expectations for achievement, behaviour and personal development. • Use assessment intelligently to inform planning, provision and teaching. • Be reflective and committed to continually developing their own practice. • Work effectively as part of a team and contribute positively to the wider life of the school. • Demonstrate a commitment to inclusion and ensuring equality of opportunity for all children.	contribute to and participate in the wider context of school life.	• References
Personal Attributes	• Be enthusiastic, energetic and nurturing. • Have a genuine passion for Early Years education. • Be creative and innovative in developing exciting learning opportunities. • Show warmth, patience and empathy when working with young children and their families.	• Adaptability to changing circumstances & ideas	• Interview • References

	• Build positive relationships based on trust, respect and effective communication. • Be resilient, flexible and adaptable in a busy school environment. • Demonstrate professionalism, integrity and a positive attitude. • Be committed to ensuring every child feels safe, valued and successful.		
Safeguarding	• Demonstrate a commitment to safeguarding and promoting the welfare of children and young people. • Understand and fulfil their responsibilities in line with statutory safeguarding guidance and school policies. • Recognise the importance of creating a culture where children feel safe, respected and listened to. • Maintain appropriate professional boundaries and uphold the highest standards of conduct. • Be committed to promoting equality, diversity, inclusion and British Values. • Adhere to all safer recruitment, safeguarding and child protection procedures.		• Application Form • Interview • References

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to an enhanced DBS check, online checks, satisfactory references and all other safer recruitment requirements in line with Keeping Children Safe in Education guidance.