



Job Description

Class Teacher (English Lead)

The appointment is subject to the current conditions of employment for teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and other current legislation.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

Grade: Main Pay Grade/Upper Pay Spine + TL2b

Line Manager: Assistant Head Teacher

Core Purpose: English Lead (Class teacher job description follows on from the English Lead JD)

In addition to the duties of a class teacher, as set out in the schoolteachers' pay and conditions document, the postholder is required to undertake the following responsibilities.

- To lead the staff in achieving high standards in the teaching of English to pupils across the 2 - 11 age range which includes leading in-service training and professional development where appropriate.
- To establish this area of learning in the curriculum building on the skills and experiences of a linguistically diverse community and implementing national changes.
- To monitor and review policy, schemes, planning, assessment and resources across the school to include cross curricular approaches and effective use of digital learning.
- To work as part of a team to enthuse and engage children to imagine, create and communicate effectively by developing their skills in reading and writing, speaking and listening, and critical thinking.
- To lead staff on effective target-setting, monitoring of progress and planning action where particular patterns of underachievement are evident in English, e.g. SEN and White FSM learners.
- To work alongside the Phonics and Reading Champions in implementing a cohesive approach to acquiring new English and developing a passion for reading.
- To work with the Senior Leadership Team to monitor, evaluate and review pupil progress, achievement and attainment in English, at individual classroom and whole-school level. This will include lesson observations, and practical support and advice for colleagues to improve practice and standards.
- To prepare an annual report for staff, governors and parents on standards of achievement.
- To maintain links with outside support and resource agencies including parents, local community organisations and other services.
- To support whole-school initiatives which promote parental support for their children's and their own learning, including establishing an effective home-school reading system.
- To ensure that the school's Rights Respecting policies e.g. inclusion and equal opportunities are embedded in the curriculum and implemented by all staff.

- To contribute to the process of decision making and school improvement .
- To keep abreast with the current thinking in curriculum and resources development.

Class teacher Job Description:

The class teacher will:

- Have high expectations and work collaboratively with colleagues in ensuring a high quality education and care is provided to pupils.
- Fully support the school's vision and ethos, forge professional relationships, subscribe to the school's code of conduct and implement all policies.
- Have a commitment to safeguarding children

Teaching

Set high expectations which inspire, motivate and challenge pupils

- Establish a purposeful learning environment where pupils feel secure and confident; where diversity is valued; where there are opportunities to maximize teaching and learning
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.

Demonstrate good subject and curriculum knowledge

- Have secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English across the curriculum
- Demonstrate a clear understanding of systematic synthetic phonics when teaching early reading
- Demonstrate a clear understanding of appropriate teaching strategies when teaching early mathematics

Plan and teach well-structured lessons

- Impart knowledge and develop understanding through effective use of lesson time
- Promote a love of learning and children's intellectual curiosity
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired and to develop independent study skills
- Reflect systematically on the effectiveness of lessons and approaches to teaching
- Contribute to the design and provision of an engaging curriculum within the relevant subject area(s).
- Teach clearly structured lessons which interest and motivate children (pupils' learning abilities taken in to account, learning objectives clearly shared with pupils, interactive work strategies are used, active and independent learning is promoted that enables pupils to think for themselves and plan and manage their own learning)
- Give immediate, constructive feedback which supports pupil learning, to enable pupil reflection and self-evaluation leading to improved learning
- Maintain an attractive, stimulating and well-organised classroom

- Provide oral and written assessments, reports and references relating to the development and learning of individual pupils or groups of pupils as required

Adapt teaching to respond to the strengths and needs of all pupils

- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
- Have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development
- Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

Make accurate and productive use of assessment

- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- Make use of formative and summative assessment to secure pupils' progress
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback
- Mark and assess pupils' work, using a range of monitoring and assessment strategies, evaluating pupil progress toward the planned learning objectives

Manage behaviour effectively to ensure a good and safe learning environment

- Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy
- Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

Fulfil wider professional responsibilities

- Make a positive contribution to the wider life and ethos of the school
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Deploy support staff effectively
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- Communicate effectively with parents with regard to pupils' achievements and well-being
- Set challenging learning and teaching objectives for whole class, groups or individuals, relevant to and based on knowledge of learners. These should take account of learning needs and abilities, attainment, expected standards for relevant age phase, range of work relevant to the age phase
- Build and maintain good working relationships with parents or carers
- Keep up-to-date with current educational thinking by attending relevant in-service training

- Take part in regular performance management
- Take part fully in the corporate life of the school

Personal and professional conduct:

You are expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for you to conduct yourself as a teacher.

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- Treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions
- Showing tolerance of and respect for the rights of others
- Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- Ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law
- Have proper and professional regard for the ethos, policies and practices of the school
- Maintain high standards of attendance and punctuality
- Have an understanding of, and always act within, the statutory frameworks which set out your professional duties and responsibilities.