

St. James' Church of England Primary Academy



A member of THE DIOCESE OF CHICHESTER ACADEMY TRUST

The Diocese of Chichester Academy Trust, a company limited by guarantee.

Registered in England & Wales No. 09201845

Registered office: Diocesan Church House, 211 New Church Road, Hove, East Sussex, BN3 4ED

Class Teacher Job Description with reference to the National Standards 2012

Preamble

Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity, have strong subject knowledge, keep their knowledge and skills as teachers up to date and are self-critical, forge positive professional relationships, and work with parents in the best interests of their pupils.

Part One: Teaching Standards

1. Set high expectations which inspire, motivate and challenge pupils

- Establish a safe and stimulating environment for pupils rooted in mutual respect
- 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

2. Promote good progress and outcomes by pupils

- Be accountable for pupils attainment progress and outcomes - including beyond your own class
- Plan teaching to build on pupils capabilities and prior knowledge - including liaison with colleagues and parents establishing an agreed baseline assessment at the start of the year and agreed end of year data
- Guide pupils to reflect on the progress that they have made and their emerging needs - create personalised targets and learning journeys and an appropriate learning environment
- Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching
- Encourage people to take a responsible and conscientious attitude to their own work and study

3. Demonstrate good subject and curriculum knowledge

- Have a secure knowledge of the relevant subject(s) and curriculum areas, to foster and maintain pupils' interest in the National Curriculum, RE, and Collective Worship and address misunderstandings
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship, British Values, Christian values of the Academy and SMSC
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject
- In teaching early reading demonstrate a clear understanding of systematic synthetic phonics
- If teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies
- Teach the agreed syllabus for RE and plan, lead and participate in acts of worship

4. 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 appropriate homework and plan out of class activities to consolidate and extend their knowledge and understanding pupils have acquired, including e-learning such as My Maths and Purple Mash
 - Reflect systematically on the effectiveness of lessons and approaches to teaching and learning
 - Contribute to the design and provision of an engaging curriculum within the relevant subject area(s)
- 5. 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 affectively
 - Have a secure understanding of how a range of factors can inhibit pupils' ability to learn and how best to overcome these; implement the half-termly class maximising attainment plan created within pupil progress meetings
 - 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 with high ability, those with English as an additional language, those with disabilities, and those entitled to the pupil premium, and be able to use and evaluate distinctive teaching approaches to engage and support them
- 6. Make accurate and productive use of assessment**
- Know and understand how to assess all curriculum areas and SMSC, including statutory assessment requirements and participate in school/cluster/LA moderation where required
 - Make use of formative and summative assessment to secure pupils' progress
 - Use relevant data to monitor progress, set targets, and plan subsequent lessons utilising SIMS and the academy's assessment system
 - Give pupils regular feedback both orally and where appropriate, through accurate marking in line with school policy and encourage pupils to respond to the feedback so that it has an impact upon their future learning
- 7. 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 affectively, 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 where necessary
- 8. Fulfil wider professional responsibilities**
- Make a positive contribution to the wider life and church aided ethos of the school through examples such as running an after school club for six to seven weeks every term, leading acts of Collective Worship, maintaining school displays, participating in school, church and community events outside of school hours, undertaking break and lunch duty where required/directed by the Head Teacher Deputy Head Teacher
 - Develop effective professional relationships with colleagues and external agencies, knowing how or when to draw on advice and specialist support
 - Develop support staff affectively to impact positively upon pupil progress and achievement
 - Take responsibility for improving teaching through appropriate professional development, including attendance at meetings and CPD arrangements, responding to advice and feedback from colleagues
 - Communicate effectively with parents with regard to pupils' achievements and wellbeing. Report termly, using the schools' prescribed format, lead termly personalised learning conversations with pupils and parents

Part Two: Personal and Professional Conduct

The following statements define the behaviour and attitudes, which set the required standard for contact throughout a teacher's career.

- **Teachers 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 to the need to safeguard pupils' wellbeing in accordance with statutory provisions and the school's Child Protection, Safeguarding, Single Equalities and Health and Safety policies
 - Showing tolerance of and respect for the rights of others
 - Uphold 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 that exploit pupils' vulnerability or might lead them to break the law.
- **Teachers must have a proper and professional regard for the ethos, policies and practice of the school (including the school development / improvement plan) and maintain high standards in their own attendance and punctuality.**
- **Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities; this includes their own performance management / appraisal**

The trust is an equal opportunities employer and welcomes applicants from all sections of the community.

Please also see person specification and pay policy for further details.

Signed:

Date: