



## Job Description & Person Specification

<b>Job Title:</b>	<b>EYFS Class Teacher (Maternity Cover)</b>
<b>Location:</b>	<b>Godmanchester Community Academy</b>
<b>Reports to:</b>	<b>Co-Head Teachers</b>

### Purpose

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Co-Head Teachers.

### Main Responsibilities

#### Teaching

- Creates, in conjunction with others, an engaging physical environment for learning.
- Ensures that subject knowledge is thorough and plans lessons which engage and motivate pupils.
- Prepares and delivers good lessons which meet the needs of individual pupils and follow the school's pedagogical approaches.
- Provides timely, constructive feedback to pupils.
- Makes use of both formative and summative assessments to inform planning and teaching strategies.

#### Whole school organisation, strategy, and development

- Implement and model 'The GCA Way'
- Upholds the school's behaviour policy
- Behave in accordance with the Code of Conduct.
- Is solicitous about pupils' well-being and proactive in seeking advice / support when concerns are identified, following the Child Protection & Safeguarding Policy.

#### Management of staff and resources

- Ensures good two-way communication with TAs and liaises closely with support staff to ensure that support, intervention and catch-up is appropriate and effective.

#### Professional development and working with colleagues and other relevant professionals



- Works with other colleagues in school participating in coaching and mentoring.
- Works in partnership with support staff.
- Shows commitment to continuous professional learning.
- Makes full use of the school appraisal and CPD programme and opportunities that arise.

### **Communication**

- Makes clear, accurate, courteous and well-informed communication with parents at both formal events and through informal contact throughout the year.
- Supports partnership working with parents, preparing thoroughly for open afternoons, and supporting parent learning / curriculum sessions.

### **Fulfil wider professional responsibilities**

- Develops other activities that extend pupils' learning outside the classroom and their wider interests in the curriculum.

### **Safeguarding**

- To adhere with the provisions of school and Trust policies, in particular the school policy for Safeguarding and Child Protection, the Trust Code of Conduct and the requirements of Keeping Children Safe in Education

### **Health and Safety**

- Act during their employment with due care for the health, safety and welfare of themselves, other employees and other persons in accordance with the school's Health and Safety Policy

### **Other**

- To support the furtherance of the school's mission statement.
- To promote student and staff participation.
- To support senior staff in monitoring and reviewing the impact of the curriculum and the quality of tutoring, teaching and learning with particular reference to literacy.
- To share responsibility with others for specific aspects of the school environment.
- To support colleagues in sustaining outstanding behaviour and attitudes to learning amongst students



This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the school as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.

Signed..... (Class Teacher)

Signed..... (Headteacher)

Date.....



## ACES Academies Trust Person Specification: CLASSROOM TEACHER

Criteria	Desirability
<b>QUALIFICATIONS</b>	
QTS Status	Desirable
Honours degree (2:2 or above) or equivalent qualification	Desirable
Evidence of commitment to further professional development	Desirable
<b>EXPERIENCE</b>	
Carrying out the role according to the job description	Essential
Implementing a range of behaviour management strategies	Desirable
<b>PROFESSIONAL COMPETENCE</b>	
National policies and developments in primary education	Essential
Classroom organisation and learning strategies	Essential
The monitoring, assessment, recording and reporting of pupil's progress	Essential
The statutory requirements of legislation concerning equal opportunities, Health and Safety, SEN and Safeguarding	Essential
Effective teaching and learning styles	Essential
AFL and how it can be used to support pupil progress	Essential
Establish and develop close relationships with parents, governors, and the community	Essential
Communicate effectively (both orally and in writing) to a variety of audiences	Essential
Ability to work as part of a team	Essential
Create a safe, happy, healthy, challenging, and effective learning environment	Essential
Have a calm approach to promote positive behaviour throughout the school	Essential
Ability to make use of appropriate data to analyse the performance of pupils and set targets	Essential
Passionate and enthusiastic about teaching and learning	Essential
Organised, resourceful, approachable, committed, and empathetic	Essential
Self-evaluative, open minded and adaptable to change	Essential
Contribute to curriculum development	Desirable
A sense of humour and the ability to make learning fun	Desirable
Brings personal interests and enthusiasm to the school community	Desirable

*ACES Academies Trust supports Equal Opportunities Employment. This Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The appointment is subject to an enhanced DBS check and references.*