



St John the Divine Church of England Primary School

Key Stage Two Class Teacher - Job Description

Responsible to: The Head Teacher

Salary: Inner London Main Pay Scale*

Purpose of Job

To carry out the professional duties of a teacher as set out in the School Teachers' Pay and Conditions Document and the Professional Standards for Teachers and in doing so, provide excellent opportunities to enable our pupils to make their unique contribution to creating a better society.

Main Duties

- To maintain the school's Christian ethos and demonstrate the core values of the school and to foster an environment of spiritual growth and well-being.
- To be an effective and reflective classroom teacher, taking an active role in your own professional developments and be able to demonstrate and share good practice
- To work closely with colleagues to undertake medium and short term planning and the implementation of the school's connected curriculum.
- Ensure that planning, preparation, assessment and reporting meets the individual needs of all our children – to identify areas of strength and areas for future learning - to set tasks which challenge children and are well-matched to their learning needs, empowering all of our children to explore their potential through educational excellence.
- To use assessment data to plan lessons based on a thorough understanding of what the children can do and to use a range of assessment practice to assess pupil's progress and attainment within lessons
- To develop a stimulating and interactive learning environment through the use of display and resources, to engage and inspire – to be able to share this with the school through class assemblies
- To work with Senior Leaders and external agencies to meet the needs of all children.
- To 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.
- To establish and maintain positive relations with pupils, parents and the wider school community.
- To report to parents formally at key points throughout the year and informally through daily discussions, ensuring that they are well informed about the curriculum, attainment and progress of their child and the contributions they can make to support their child's learning.
- To ensure that all school policies are rigorously followed

Other Professional Duties

- To effectively deploy additional adults within the classroom to support the needs of all learners.
- To set a good example in terms of dress, punctuality and attendance.
- To work as part of a team in all aspects of school development and take an active role in school life, attending and participating in school events.
- To establish a partnership with parents involving them in their child's learning through regular communication, after school clubs, workshops and homework etc.
- To be aware of the schools and the Local Education Authority's Equal Opportunity Policy, ensuring that all children have full access in order to maximise their achievement and minimise inequality.
- To keep abreast of current good practice through reading, attending courses, evaluating materials, resources and ideas and visiting schools.

- To prioritise and manage own time effectively, particularly in relation to balancing the demands of teaching and maintaining a work life balance whilst being involved in school improvement and development
- To implement school policies, national requirements and local policies.
- Lead and manage a subject area at the discretion of the Head Teacher* (not applicable to ECTs)

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.
- 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.
- To understand fully and adhere to the expectations of general data protection regulations (GDPR)

Accountability

- Teachers are responsible to the Head Teacher and, in her absence or on her 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

Conditions of employment

- The post is subject to an enhanced DBS disclosure and suitability check
- This job description may be amended at any time according to the changing priorities of the school as identified within the schools development plan, after discussion with the post holder.
- This job description will be reviewed one year after appointment.

**Curriculum responsibility and related pay awards to be discussed, where relevant, at interview*

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Key Stage Two Class Teacher - Person Specification



This document outlines the requirements of this position. Applicants are asked to demonstrate their understanding and experience of the criteria listed in each section. The selection panel will only shortlist candidates who meet the essential criteria.

Qualifications and Training	
Essential	
Qualified Teacher Status	
First Degree or Equivalent	
A record of continuous professional development	
Up-to-date and current knowledge of the national curriculum and matters relating to education	
Experience	
Essential	Desirable
Experience of primary teaching in the UK	Experience of primary teaching in an inner city primary school
Recent experience of working effectively with pupils in the primary age range	Experience of working in more than one age group
Experience of working as part of a team	
Effective behaviour management, with clear boundaries, sanctions, praise and reward	
An understanding of assessment strategies, target setting and tracking children and evidence of raising standards	
Knowledge, Skills and Competencies	
Excellent Classroom practitioner	
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.	
Knowledge of current educational issues and a commitment to regular and on-going professional development and training to improve standards	
High expectations for children's social and learning behaviours	
Excellent planning and differentiation skills	
Ability to identify, take direction and respond to key issues affecting children's progress and performance.	
Knowledge of delivering the curriculum to children with complex needs	
Ability to assess, analyse, and interpret information in order to raise standards	
Ability to set achievable targets and raise standards through planned activities and interventions	
Ability to communicate effectively both orally and in writing with pupils, parents/carers, staff and the wider community.	
Personal Attributes	
A commitment to the schools vision, values and Church of England ethos	
Aptitude to work as a team whilst being self-motivated and action orientated	
Enthusiasm and energy to undertake the duties of this post in line with the teacher standards	
Ability to organise own workload effectively	
Emotional intelligence with regard to self and working with others	
Confidence to make decisions, solve problems and identify opportunities	
Commitment to the promotion of equality of opportunity in all aspects of school life.	
Punctual and conscientious	
Safeguarding	
Knowledge of the statutory requirements and other relevant legislation relating to child protection procedures and safeguarding.	
Commitment to safeguarding the welfare of all pupils.	