

Job Description

Job Title: Class Teacher (Primaries)

Responsible to: Head of School

Areas of Responsibility:

- To be responsible for the education and welfare of a designated class of pupils.
- To contribute to the learning and welfare of all pupils at the school.
- To lead/be part of a curriculum theme team and take responsibility for developing this within the school as directed by the Head of School.

Main duties and responsibilities (Accountabilities):

Planning and Teaching

- Plan and provide a balanced, creative and stimulating curriculum which meets individual pupils' needs in line with statutory and school requirements and enables pupils to make good or better progress.
- Teach lessons and promote learning.
- Encourage reading at home to challenge pupils and engage interest.
- Assess, mark, record, track and review pupils' achievement according to school policy and national guidelines and make use of assessments when planning the next steps in pupil learning.
- Set learning targets for pupils based on prior attainment.
- Establish and maintain a safe, creative, purposeful and orderly learning environment which supports learning.
- Report pupil achievement and progress to parents/carers orally and in writing.
- Plan and supervise the work of nursery/teaching assistants working with the class.

Other Professional Responsibilities

- Operate within the policies of the school at all times and model good practice with regard to attendance, appearance, punctuality and behavior.
- Contribute constructively to team meetings and whole school staff meetings.
- Engage in the school's appraisal process.

- Lead parent/ guardian/carers consultation sessions and report on individual pupil achievement and development.
- Maintain good discipline of pupils in line with the school's positive behaviour policy.
- Keep abreast of trends and developments in education, especially those areas particularly relevant to the duties and responsibilities of the post.
- Be aware and responsive to the medical, social, personal and specific learning needs of children and report to the Head of School and SENCO where there is cause for concern.
- Carry out safe supervision of pupils.
- Participate in whole school events and curriculum enrichment activities.
- Ensure safe working practices and implement the school's safeguarding procedures.
- Take responsibility for own professional development so as to improve professional practice and expertise.

Leadership of an Area of Learning

- Lead, as negotiated, an area of learning across the school focused on raising standards and monitor and teaching, learning and curriculum coverage in this area.
- Develop an action plan for an area of learning and use this to develop and resource this area of learning effectively.

Person Specification

Job Title: Class Teacher

The Candidate:

- Possesses or will have at the time of the appointment, a recognised professional qualification for qualified teacher status .
- Desirable but not necessary experience of teaching in Nursery/Early Years Foundation Stage.
- Demonstrates high expectations for learning and behaviour and is committed to raising standards of achievement.
- Is able to teach a class to a consistently good to outstanding standard.
- Can assess the learning needs of pupils and set challenging objectives.
- Can set up and maintain a high quality and purposeful learning environment.
- Has a secure knowledge of the curriculum and pedagogy to enable the candidate to teach effectively across the age range he/she was trained to teach.
- Demonstrates clear strategies for positive behaviour management and discipline.
- Demonstrates a commitment to professional development to improve practice.
- Demonstrates excellent interpersonal skills.
- Has empathy with children and parents and demonstrates a commitment to meeting the needs of all children and working in partnership with parents.
- Is able to work as an effective member of a team.
- Is able to meet deadlines and handle unexpected demands calmly.
- Knows how to use ICT skills appropriately for teaching and data analysis.
- Aware of current legal requirements concerning the safeguarding of pupils and has no known convictions or issues related to safeguarding, which could jeopardise the safety and well-being of pupils.