Class Teacher
James Elliman Academy

Job Description

Reporting to	Principal, Deputy Principal, Vice Principals, Year Team Leaders

Job Purpose

To take responsibility for the day-to-day running of the class, ensuring all children have equal access to learning opportunities. To ensure all children are supported to make good progress and to be accountable for their achievement. To be responsible for the welfare and safety of all children.

Key Accountabilities

The following list is not intended to be exhaustive but indicates the range of duties and the level of responsibility involved.

Main Duties and Responsibilities

- Be responsible for the day-to-day running of the class;
- Create an attractive and motivating learning environment;
- Implement appropriate classroom and behavior management strategies;
- Plan, teach and assess work appropriately in accordance with the schools agreed policies and systems;
- Set challenging targets of achievement for all children taught;
- Differentiate teaching and work appropriately so that all children may achieve;
- Monitor and record children's progress;
- Develop good relationships with parents, including reporting to parents formally and informally;
- Manage other adults in the classroom;
- Take part in Continuing Professional Development (CPD), including keeping up-to-date with current research on national and local initiatives;
- Take part in Performance Management reviews in accordance with the school's agreed policies.

General

- Maintain confidentiality in and outside the workplace;
- Support the implementation of academy policies;
- Promote the inclusion and acceptance of all pupils;
- Be aware of and understand safeguarding protocol and procedures and the importance of taking appropriate action;
- Attend and participate in meetings and training opportunities;
- Carry out any other reasonable tasks/duties as required by The Trust in accordance with the needs of The Trust.

This job description may be reviewed at the end of the academic year or earlier if necessary. In addition it may be amended at any time after consultation.

Confidentiality
During the course of your employment you may see, hear or have access to, information on matters of a confidential nature relating to the work of The Park Federation Academy Trust or to the health and personal affairs of pupils and staff. Under no circumstances should such information be divulged or passed on to any unauthorised person or organisation.

Data Protection
During the course of your employment you will have access to data and personal information that must be processed in accordance with the terms and conditions of the Data Protection Act 2018.

Safeguarding
In accordance with the commitment of The Park Federation Academy Trust to follow and adhere to the Department for Education guidance entitled "Keeping Children Safe in Education", it is the individual's responsibility to promote and safeguard the welfare of children and young people in the Academy. A satisfactory DBS check is required for this post.

Person Specification

Criteria	Essential	Desirable
Experience & Qualifications	• Qualified Teacher Status or equivalent; • Graduate status or equivalent; • Evidence of a commitment to continuing professional development; • Experience of working with children 3 -11 years old; • Experience as a highly effective class teacher.	• Experience of teaching in the primary sector; • Experience of supporting children with Special Educational Needs / EAL within the classroom.
Skills & Knowledge	• Ability to lead and manage the work of other staff; • Ability to deal with challenging situations in an appropriate manner; • Work collaboratively within a team; • Deliver high quality teaching consistently; • Communicate effectively with staff, parents and other professionals; • Understanding of cultural diversity; • Ability to maintain confidentiality. • Excellent knowledge of the new national curriculum; • Awareness of Health and Safety standards; • Awareness of child protection and safeguarding procedures; • Ability to take responsibility for a curriculum area.	• An understanding of the beliefs and values of different religious groups.
Personal Qualities	• Suitability to work with children; • Warmth and enthusiasm; • An ambitious approach to promoting children's learning; • A personal desire to learn and participate in appropriate training; • Ability to listen and act on advice; • Commitment to equal opportunities; • Good organisational skills; • Initiative and flexibility; • Being able to deal calmly with difficulties.	