



Job Description: Class Teacher

Staff at Green Lane make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. We act with honesty and integrity; have strong subject knowledge; forge positive professional relationships; and work with parents and each other for the pupils in our care.

Job Title:	Class Teacher
Contracted hours in school:	Monday to Friday 8:30am – 4:30pm
Reports to:	Headteacher, Deputy Headteacher
Salary:	Main Pay Scale 1

The Core purpose of the class teacher

- Be responsible for the learning and achievement of all pupils in the class ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work collaboratively and in partnerships with pupils, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Act within the statutory frameworks (*School Teachers Pay and Conditions Document, Teacher Standards 2012*)
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

Teaching and Learning

- Deliver the curriculum as relevant to the age and ability you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn • Be accountable for the attainment, progress and outcomes of pupils taught
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to feedback, reflect on progress and to take a responsible and conscientious attitude to their own work and study
- Use relevant data to monitor progress, set targets and plan subsequent lessons
- Set home learning activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
- Participate in arrangements for examinations and assessments



Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and effectively
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the values of the school
- Have high expectations of behaviour, promoting self-control and independence of all learners
- Carry out playground and other duties within the remit of the current *School Teachers' Pay and Conditions Document*
- Be responsible for promoting and safeguarding the welfare of all pupils within the school, raising any concerns following school procedures

Team working and collaboration

- Participate in any relevant meetings/professional development opportunities at the school which relate to the pupils, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfill
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Cover for absent colleagues within the remit of the current *School Teachers' Pay and Conditions Document*

Fulfill wider professional duties

- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using the school systems as appropriate
- Make a positive contribution to the wider life and ethos of the school

Administration

- Register the attendance of and supervise pupils during school sessions
- Participate in and carry out any administrative tasks within the remit of the current *School Teachers' Pay and Conditions Document*

Professional development

- Regularly review the effectiveness of teaching and assessment procedures and its impact on pupils' progress, attainment and well-being, refining approaches where necessary, responding to advice and feedback from colleagues and other professionals
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as an outcome of your appraisal
- Proactively engage with arrangements made in accordance with the school's appraisal procedures
- Engage with action research in the classroom as part your CPD

Other:

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the Headteacher

It may be necessary for duties and responsibilities other than those outlined and specified to be undertaken at times. This job description should be read in conjunction with the Teachers Pay and Conditions Document.



PERSON SPECIFICATION

ESSENTIAL		DESIRABLE	
Qualifications / Experience			
<ul style="list-style-type: none"> • QTS • Experience of successful teaching within the primary age range • Evidence of participation in relevant CPD 	<p>A A A</p>	<ul style="list-style-type: none"> • Higher professional academic study • Experience of teaching in more than one KS 	
Knowledge and Understanding			
<p>Demonstrate well developed subject knowledge</p> <p>Have a practical understanding of strategies for raising achievement for the pupils in their class</p> <p>Ensure equal opportunities for all pupils within their class</p> <p>Have a secure understanding of assessment and how to use assessment strategies to inform planning and teaching</p> <p>Be able to provide appropriate challenge for the pupils within their class</p> <p>Maintain consistently high expectations of all pupils</p> <p>Have experience of supporting pupils with SEND</p> <p>Have the ability to identify and adapt the learning environment to support pupils with SEND</p> <p>Demonstrate an understanding of safeguarding and child protection procedures</p> <p>Experience of leading an area of the curriculum</p> <p>Undertaken further professional development/ professional qualification</p> <p>Experience of using assessment</p>	<p>O</p> <p>I</p> <p>A, I</p> <p>A, I</p> <p>O</p> <p>O</p> <p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A</p> <p>A</p>	<p>Proven expertise in improving outcomes for pupils' accessing the Pupil Premium Grant</p> <p>Experience of leading a core subject</p>	<p>A, I</p> <p>A, I</p>



Green Lane

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<p>data to improve progress</p> <p>Awareness of current developments in education and their implications</p>	<p>I</p> <p>AI</p>	
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Skills		
<p>Ability to develop confidence and resilience within the pupils in their class</p> <p>Ability to build relationships and communicate effectively with the whole school community</p> <p>Have a proven track record for accelerating pupil progress</p> <p>Manage behaviour within the classroom consistently and effectively</p> <p>Competent IT skills, with an understanding of its implications for curriculum development</p> <p>Able to reflect on their own practice</p>	<p>O</p> <p>A,</p> <p>O, I</p> <p>I, O</p> <p>A</p> <p>A, I</p>	<p>Proven expertise in improving pupils' outcomes across other year groups</p> <p>A,I</p>
Attitudes		
<ul style="list-style-type: none"> · Willingness to seek advice and the ability to make good use of it · A commitment to becoming involved in school life · Able to develop good relationships with staff, parents, pupils and governors · Experience of engaging and working with the wider community 	<p>A, I</p> <p>A, I</p> <p>A, I</p> <p>A,I</p>	

A – evidence located in Application form. O – evidence located in lesson observation. I – evidence located in interview

Green Lane is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.