



Job Description for an ECT class teacher post at Hatfeild Primary School

POST TITLE: KS2 CLASS TEACHER (ECT Suitable)

CONTRACT TYPE: Full-time, 1-year fixed-term contract (with view to becoming permanent)

START DATE: September 2026

SALARY GRADE: Main Pay Scale - Inner London allowance (ECT1 and ECT2 applications welcomed)

ABOUT HATFEILD PRIMARY SCHOOL: At Hatfeild Primary School, we believe every child deserves the opportunity to flourish. Our vision, *"A Place to Grow: Flourish at Hatfeild"*, is at the heart of all that we do. We are a warm, ambitious and inclusive school community where children are encouraged to develop academically, socially and emotionally in a safe and nurturing environment.

We are proud to be an inclusive school with an Additionally Resourced Provision (ARP) for pupils with Autism Spectrum Disorder. Inclusion is not viewed as an additional responsibility, but as a central part of our ethos and practice. Staff work collaboratively to ensure that all children are valued members of the school community and are able to access meaningful learning opportunities within mainstream classrooms wherever appropriate.

The successful candidate will therefore be committed to adaptive teaching, inclusive classroom practice and collaborative working with specialist staff, teaching assistants and families to ensure all pupils thrive

JOB CONTEXT: This job description recognises the requirements of the current Pay and Conditions Regulations and reflects the vision, aims and policies established by the governors of the school and Federation.

PURPOSE: To take responsibility for a class of pupils and deliver high-quality teaching and learning which secures strong progress and achievement for all children. The postholder will contribute positively to the wider life of the school, uphold the values and ethos of Hatfeild Primary School and ensure that every child feels safe, supported and able to flourish. To take responsibility for subjects and management areas as agreed with the headteacher.

ACCOUNTABLE TO:

For management:	Executive Headteacher
For performance management:	Head of School/ Assistant Heads

AUTHORITY TO:

- Implement rewards and sanctions in line with school policy;
- Liaise professionally with parents, carers and external agencies;
- Work collaboratively with colleagues and support staff to ensure effective provision for all pupils.

ENTITLEMENT:

- A full Early Career Teacher induction programme;
- Dedicated ECT mentor support;
- Weekly ECT release time in line with national guidance;
- High-quality professional development through the Merton Borough Council and school-led training;
- Supportive coaching and professional guidance from senior leaders;
- Opportunities to work collaboratively with experienced colleagues across the Federation;
- Annual performance management review;
- Consultation prior to any changes to this job description.

Core responsibility of the class teacher:

- Organisation and management of the classroom;
- Planning and delivering high-quality lessons;
- Safeguarding and promoting the welfare of all pupils;
- Creating an inclusive learning environment;
- Assessment, monitoring and reporting of pupil progress;
- Maintaining high expectations for achievement and behaviour;
- Working collaboratively as part of a team;
- Contributing positively to the whole-school ethos;
- Promoting equality, diversity and inclusion;
- Ensuring health and safety procedures are followed;
- Making a wider contribution to school life.

KEY ACCOUNTABILITIES

Whole-school organisation, strategy and development

The postholder will:

- Contribute to the development, implementation and evaluation of school policies and practices;
- Support the school's vision and values through professional conduct and classroom practice;
- Make a positive contribution to the wider life and ethos of the school;
- Work collaboratively with colleagues to secure strong outcomes for pupils;
- Provide cover in unforeseen circumstances where another teacher is unable to teach.

Teaching and Learning

The postholder will:

- Deliver engaging, ambitious and well-structured lessons that inspire pupils to learn;
- Demonstrate strong curriculum and subject knowledge;
- Plan differentiated and adaptive learning opportunities to meet the needs of all pupils;
- Create a purposeful, stimulating and inclusive learning environment;
- Promote progression, continuity and high standards of achievement;
- Use assessment effectively to inform planning and support pupil progress;
- Maintain accurate records and report pupil achievement in line with school policy and statutory requirements;
- Prepare pupils appropriately for statutory and external assessments;
- Use a range of effective behaviour management strategies to ensure learning is maximised.

Inclusion and SEND

The postholder will:

- Demonstrate a commitment to inclusive education and high expectations for all learners;
- Work collaboratively with staff within the Additionally Resourced Provision (ARP);
- Ensure that pupils with SEND, including those accessing provision through the ARP, are meaningfully included within mainstream learning where appropriate;
- Adapt teaching approaches, resources and learning environments to support diverse learning needs;
- Foster a classroom culture where all children feel valued, respected and successful.

Safeguarding, Behaviour and Wellbeing

The postholder will:

- Safeguard and promote the welfare of all pupils;
- Maintain high standards of behaviour in line with the school behaviour policy;

- Promote positive relationships built on mutual respect;
- Support pupils' personal, social and emotional development;
- Promote equality, diversity and inclusion at all times.

Working with Others

The postholder will:

- Work collaboratively with colleagues, teaching assistants and external professionals;
- Build positive and professional relationships with parents and carers;
- Contribute to team planning, moderation and professional dialogue;
- Engage positively with the wider school community.

Professional Development

The postholder will:

- Participate fully in appraisal and professional development processes;
- Engage in training and development opportunities to improve teaching practice;
- Reflect on and develop professional practice in line with the Teachers' Standards;
- Demonstrate a commitment to continuous improvement and lifelong learning.

Administration and Organisation

The postholder will:

- Complete administrative tasks promptly and accurately;
- Maintain clear and accurate records;
- Prepare reports for parents and external agencies where required;
- Ensure classroom resources are organised effectively and responsibly.

Personal and Professional Conduct

Teachers at Hatfeild Primary School are expected to:

- Uphold public trust in the profession;
- Maintain high standards of ethics, professionalism and conduct;
- Support and uphold the ethos, policies and values of the school;
- Maintain high standards of attendance and punctuality;
- Act within statutory frameworks and professional responsibilities at all times.

Policy and Leadership

- To use and implement all school policies
- To plan and assess pupils learning using knowledge of school policies, schemes of work, and National Curriculum requirements for the relevant areas

We Are Looking For Someone Who:

- Is passionate about teaching and learning;
- Has high expectations for all pupils;
- Understands the importance of inclusive practice;
- Is reflective, resilient and eager to develop professionally;
- Builds strong relationships with pupils, families and colleagues;
- Brings warmth, energy and creativity to the classroom;
- Shares our belief that every child can flourish.

Safeguarding Statement

Hatfeild Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory enhanced DBS clearance, references and safeguarding checks.