**JOB DESCRIPTION**

**Post:** Class Teacher – KS2

**Salary Scale:** M1 - M6

**Responsible to:** Headteacher

**Liaison with:** School Staff, Governing Body, Parents/carers and other agencies

**Overall Purpose of the Job:**

Responsibility for the education and welfare of a class of pupils, designated by the Headteacher, in accordance with the provisions of the School Teachers Pay and Conditions Document, having regard to the School’s current aims and objectives, curriculum policies and the requirements of the Governing Body. To share in the overall responsibility for the safeguarding, well-being and behaviour of all pupils.

**Main Duties & Responsibilities:**

* To ensure that teaching and learning in the classroom reflects the school’s aims, the pupils’ needs and that the statutory requirements of the curriculum are met.
* To maintain a high quality of teaching reflected in planning, classroom organisation and the achievements of pupils.
* Plan and prepare lessons, set and mark work. Assess, record and report on the development, progress and attainment of pupils, which will include written annual reports to parents.
* Follow the school’s policies and procedures which include Equality, Safeguarding and Behaviour.
* Subscribe to the Christian ethos of the school.
* Plan and supervise the work of support staff allocated to the class.
* Provide an interesting and visually pleasing classroom environment and overseeing the use and care of classroom resources and other teaching materials.
* Maintain good order and discipline in the classroom and around the school.
* Safeguard the welfare of pupils in school or when engaged in authorised activities out of school.
* Attend and conduct assemblies and supervise pupils when directed to do so.
* Encourage the forming of effective links between home and school. Consult with parents/carers regularly.
* Take part in Performance Management in line with school policy and national guidance.
* Participate in a programme of continuing professional development and staff meetings which relate to the curriculum, administration or organisation of the school.

The school is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. All staff are in a position of trust and therefore have a responsibility to promote and safeguard the welfare of children in accordance with the nature of this post. A Disclosure & Barring Service check is carried out for all appointments.

**PERSON SPECIFICATION**

**POST: YEAR 3/4 CLASS TEACHER**

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|  | Essential Criteria | Desirable Criteria | Where assessed |
| Principles, Philosophy &  Vision | A clear philosophy relating to Key Stage 2 Understanding of the need to provide a challenging and interesting environment inside a well-managed classroom.  Having very high expectations regarding the quality of children’s work  Embraces teamwork | Shares the Christian ethos of the school Able to see the need for a whole school approach | App form Interview  References |
| Experience | Experience of working with Key Stage 2 children Can provide evidence of good lesson observations |  | App Form Interview  References |
| Educational Qualifications & Training | A recognised teaching qualification | Evidence of CPD courses/training during the last three years | App Form Interview  Certificates References |
| Safeguarding | Level 2 Safeguarding qualification (or willingness to obtain) |  | App Form |
| Special Knowledge | Ability to form and maintain appropriate relationships and boundaries with children | Has understanding of assessment and target setting with Key Stage 2 children | App Form Interview References |
| Skills & Abilities | Excellent communication skills Ability to work with other staff and follow school procedures  Willing to work with parents and carers to increase children’s learning  Can demonstrate effective working with primary aged children  Understands the need for clear planning, assessment and target setting | IT literate Excellent organisational skills  Experience of working with children with behavioural difficulties and those with Education Health Care Plans  Evidence of running a classroom where independent learning is the underlying driver. | App Form Interview  References |
| Disposition | Motivation to work with children Encourages and motivates children to achieve |  | Interview |
| Other | Fit for the duties of the post  DBS check carried out on appointment |  |  |