

## **Robinsfield Infant School**

Job description: Classteacher

### **Permanent**

CPS

Responsibility to the Headteacher

You are required to carry out the duties of a school teacher as set out in paragraphs 33 to 36 (inclusive) of the Schoolteachers' Pay and Conditions Document 1993 and all subsequent updates:

- (1) To take responsibility for the welfare and safety of all the children in our care and specifically those in the teacher's own class.
- (2) To demonstrate an awareness of the needs of pupils in a multi- cultural setting and their families.
- (3) To be an effective teacher, with consistently high expectations, catering for the range of needs of all children in the class.
- (4) To teach within the framework of the National Curriculum/Foundation Stage and present school policies, paying particular attention to equal opportunities and anti-racism.
- (5) To plan and prepare both long and short term work as a member of a team and to attend regular planning and staff meetings in accordance with the school's aims, objectives, curriculum guidelines and philosophy.
- (6) To plan and resource a classroom environment which facilitates autonomous and co-operative learning and enables children to maximise their full potential.
- (7) To establish and maintain good relationships with colleagues, parents and children.
- (8) To monitor children's progress, keep meaningful records and evaluate performance : to carry out assessment procedures in accordance with the requirements of the National Curriculum /Foundation Stage curriculum and the school's policies.
- (9) To attend parents' meetings.
- (10) To manage the teaching assistant and any other adults working with the class in line with the school's guidelines.
- (11) To attend performance review meetings with the school's allocated line manager as outlined in the Staff Handbook. To prepare for these meetings and act, with support as appropriate, on targets and outcomes.

## **Selection criteria**

It is desirable that the holder of this post has :

- Qualified Teacher Status based on a teacher training B.Ed or PGCE specialising in Early Childhood or Key Stage 1 primary education with experience of teaching in the Foundation Stage or Key Stage 1.
- A sound practical and theoretical understanding of issues of race and culture in education and an ability to challenge xenophobia and racism.
- A sound practical and theoretical knowledge of the principles of learning of young children.
- A sound practical and theoretical knowledge of the principles of planning, record keeping and assessment.
- Willingness to work as part of a team and to form good working relationships with colleagues, parents/carers, governors.
- Willingness and commitment to work towards the aims of the School Improvement Plan.
- An ability to initiate and organise
- A desire to work in an inclusive school and a deeply held commitment to equal opportunities.
- A willingness to be mentored, guided and observed teaching by other members of staff.

The interview will be in three parts:

- (a) a teaching session
- (b) a discussion on planning, assessment and record keeping
- (c) an interview based on the above criteria.

Shortlisted candidates will be asked to present a 30 minute lesson (subject of your choice) with a class of 30 pupils. Candidates will be observed by a maximum of three members of the panel. The selection criteria for the observation of this session are as follows:

- Suitability of the materials used for the age range of pupils being taught
- Suitability of approach for the age range of pupils being taught.
- Appropriate organization and time management of the session.

Candidates are asked to bring examples of their planning, assessment and record keeping, together with annotated pieces of pupil's work.

The panel interview will be based on the selection criteria attached.