**JOB DESCRIPTION**

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| **JOB TITLE** | | Class Teacher |
| **EMPLOYER** | | University of Brighton Academies Trust |
| **LOCATION (Academy)** | | Silverdale Primary Academy |
| **RESPONSIBLE TO** | | Principal |
| **RESPONSIBLE FOR** | | Teacher Main Pay Scale |
| **MAIN PURPOSE OF THE JOB** | | To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Principal. |
| **MAIN TASKS / KEY RESPONSIBILITIES** | | |
| **1** | **Planning, Teaching and Class Management** | |
|  | 1. Develop and Implement Lesson Plans: Create engaging and age-appropriate lesson plans in line with the framework and school curriculum.  2. Deliver Effective Instruction: Provide high-quality teaching that meets the diverse needs of all children, using a variety of teaching methods and resources.  3. Manage Classroom Behaviour: Establish and maintain a positive and supportive learning  environment, implementing consistent behaviour management strategies.  4. Differentiate Instruction: Adapt teaching methods and materials to cater to the individual learning styles and needs of each child.  5. Promote Inclusion: Ensure all activities and lessons are accessible and inclusive, promoting equal opportunities for all children.  6. Use ICT: Incorporate technology effectively into teaching to enhance learning experiences and prepare children for a digital world. | |
| **2** | **Monitoring, Assessment, Recording, Reporting** | |
|  | 1. Assess Children’s Progress: Regularly observe and assess children’s learning and development, using both formal and informal assessment methods.  2. Maintain Records: Keep accurate and up-to-date records of children’s achievements, progress, and any concerns, ensuring confidentiality and data protection.  3. Analyse Data: Analyse assessment data to identify trends, strengths, and areas for improvement in teaching and learning.  4. Report to Parents/Carers: Provide regular and clear feedback to parents/carers on their child’s progress, including written reports and parent-teacher meetings.  5. Collaborate with Colleagues: Work closely with other staff members and external professionals to share information and collaborate on strategies to support children’s learning and development. | |
| **3** | **Curriculum Development** | |
|  | 1. Review and Adapt Curriculum: Stay up-to-date with changes to framework and school curriculum, and adapt teaching practices and resources accordingly.  2. Develop Learning Materials: Create and modify learning materials and resources to support the delivery of the curriculum and meet the diverse needs of children.  3. Participate in Professional Development: Engage in ongoing professional development and training opportunities to enhance knowledge and skills in early years education.  4. Promote Best Practice: Share knowledge and expertise with colleagues to promote best practice in early years education and contribute to continuous improvement within the setting.  5. Engage with Parents/Carers: Involve parents/carers in their child’s learning journey and provide them with information and resources to support learning at home. | |
| This Job Description is correct at the time of print and gives the main responsibilities and tasks of the role. These may however be changed or added to as appropriate. | | |
| There may also be the need for staff to undertake additional duties from time to time, appropriate to the level of the post. Should these additional tasks become a frequent part of the role, the job description will be revised through consultation with the post holder. | | |
| **Additional Information** | | |
| * This post is subject to an Enhanced Criminal Record Check | | |
| * This post is exempt from the Rehabilitation of Offenders Act (1974) – applicants must be prepared to disclose all criminal convictions and cautions including those that would otherwise be spent under the Act. | | |
| **University of Brighton Academies Trust is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.** | | |

**PERSON SPECIFICATION**

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| **Post Title: Class Teacher** |  |  |
| Requirements | Essential (E)  or  Desirable (D) | To be identified by application form (AF) or interview (I) |
| **Qualifications:**  Newly Qualified Teacher Status | E | AF |
| **Experience:**  Teaching experience in a KS1 class at primary school  Use of varied teaching styles to promote active learning | E  E | AF/I  AF/I |
| **Skills:**  Communication  Listening  Organisational  Problem solving  Monitoring and evaluation | E  E  E  E  E | I  I  AF/I  I  AF/I |
| **Knowledge:**  ICT  Understanding of school data  Behavioural strategies | E  E  E | AF/I  AF/I  AF/I |
| **Ability to:**  Work as a team  Prioritise and work to deadlines  Self-motivate  Have high expectations  Lead and motivate staff  Have a good understanding of assessment for learning  Evidence of successfully implementing strategies for raising standards  Ability to communicate effectively  **To have a:**  Calm and supportive approach to children, staff and parents  Commitment to the ethos of the school  Willingness to participate in and contribute to the whole life of the school | E  E  E  E  E  E  E  E  E  E  E | AF/I  AF/I  I  AF/I  AF/I  I  I  AF/I  I  I  I |
| **Personal Qualities:**  Enthusiastic, energetic and eager to progress  Self-reflective  Flexible and adaptable  Integrity, loyalty, sensitivity  Sense of humour | E  E  E  E  E | I  I  I  I  I |