



**Alverthorpe St Paul's CE (VA) School 3-11 yrs**  
**St Paul's Drive**  
**Alverthorpe**  
**Wakefield**  
**WF2 0BT**

**Headteacher: Mrs L Ranby**

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**POST TITLE:** Class Teacher  
**SALARY:** Main Scale/UPS (Dependant upon experience)  
**RESPONSIBLE:** Headteacher

You are required to carry out the professional duties of a school teacher as set out in the school teachers pay and conditions document as directed by the headteacher within the context of the job description below.

To provide high quality teaching in line with the Teacher Standards.

#### **MAIN PURPOSE**

- To plan, organise and deliver through high quality teaching, the requirements of the national curriculum in keeping with the school's policies.
- To promote high standards of work and behaviour in and out of the classroom.
- To have a pastoral role in supporting the social and emotional development of the pupils in school.
- To provide a stimulating environment within a well organised and structured school setting.
- To plan, monitor and assess in accordance with school policy and to keep accurate records of progress and set appropriate learning targets for individuals and groups.
- To use ICT in a cross-curricular way and enable pupils to improve their knowledge and skills.
- To promote equal opportunities ensuring that specifics of gender, race, class, ability and disability are treated in a positive and non-discriminatory manner.
- To work as an effective team member and work cooperatively with all members of the school team.
- To ensure the health and safety of the children by following agreed procedures.
- To help promote the school's policy of parental and community involvement by forming good relationships with parents, including them in the children's work whenever possible. Support events afterschool.
- To attend and contribute to staff development meetings and to further their own professional development through INSET opportunities and the performance management programme
- To undertake any other reasonable duties designated by the headteacher.
- To attend meetings with colleagues, parents or other agencies within specified time allocations and at reasonable advance notice.
- To support the Christian ethos of the school.
- Establish good working relationships, communicating effectively at all times with all team members, parents, governors and pupils.

#### **The successful candidate will:**

- Be a good team player
- Have warmth, humour and enthusiasm
- Maintain high standards of professional conduct
- Commitment to Continued Professional Development
- The post holder will require an enhanced DBS

To promote and maintain the health and safety of pupils in the broad remit of safeguarding and child protection.

To carry out such duties within the terms of current conditions of service, which the headteacher may reasonably require.

To communicate, consult and engage with external agency support to ensure high quality, personalised learning.

To advise and cooperate with other members of staff on the development of learning programmes and preparation of teaching materials linked to teaching, learning and assessment.

Skills and Knowledge	Essential	Desirable
	Set high expectations which inspire, motivate and challenge pupils. Promote good progress and outcomes by pupils. Demonstrate good subject and curriculum knowledge. Plan and teach well-structured lessons. Adapt teaching to respond to the strengths and needs of all pupils. Make accurate and productive use of assessment. Manage behaviour effectively to ensure a good and safe learning environment. Fulfil wider professional responsibilities.	
	Commitment to continuous professional development.	
		Good knowledge of the principles of a Church school.
	Good knowledge of planning, teaching and assessment.	
	Good knowledge of the relevant aspects of the curriculum and other statutory requirements.	
	Good understanding of current theory and best practice in teaching and learning.	
	A strong understanding of teaching pupils with additional needs.	
	Understanding of effective strategies for encouraging positive behaviour.	
	Good knowledge of Assessment for Learning principles and the importance of effective feedback to move learning forward.	
	Good knowledge of the target setting process leading to improved standards.	
	The ability to establish positive, successful and professional relationships with staff, pupils, parents and carers.	
		Willing to work alongside colleagues in a subject leader team/ lead a subject area team
	A team player, able to demonstrate excellent communication and organisational skills.	

**The successful candidate should also be able to demonstrate the following:**

- Teach pupils within the age range 3 - 11 as directed by the Headteacher. Your classroom and teaching practices will reflect the school's philosophy and policies.
- Maintain a high quality of education that will be reflected in your classroom environment and organisation and in the standards of work produced by the pupils in your care.
- Promote and nurture positive self-esteem amongst all pupils, maintaining good standards of behaviour and discipline, referring to the Headteacher or Assistant Headteacher, SENCO and parent when necessary in accordance with the school's policy.
- Work productively with colleagues to ensure that pupils' needs are met appropriately.
- Take responsibility for the initial management of classroom assistants, trainees and voluntary helpers working with pupils in your care. Develop a good professional relationship with all, including parents and governors.
- Promote parental participation in the education process by creating a welcoming and informative environment in which parents feel at ease in discussing their child's progress and development.

**To assist the school you will need to:**

- Assist in achieving the effectiveness of the agreed aims relating to the curriculum and organisation within the school.
- Be an effective member of the school team, working co-operatively with all members of staff, including your role within subject management and whole school self-evaluation processes.
- Follow the school and LA policies, including the child protection policy, code of conduct and special educational needs and disability policy with particular regard to confidential information.
- Maintain high standards of health, safety and security in accordance with LA and school policy.
- Participate in the performance management process, a review of your achievements to date and possible future training and development needs.
- Undertake any reasonable task the Headteacher may identify in time of emergency or need.