



# ST. JOHN'S WALHAM GREEN CE PRIMARY SCHOOL

*"Love one another"*

## St. John's Walham Green CE Primary Class Teacher Job Description

**Role: Class teacher**

**Contract type: full-time, permanent**

**Salary: MPS/UPS**

**Reporting to: Phase Leader, Senior Leaders, Headteacher**

You will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards
- Support the School Vision and values

### Duties and responsibilities

#### Teaching

- › Plan and teach well-structured lessons, following the school's plans, curriculum and schemes of work
- › Assess, monitor, record and report on the learning needs, progress and achievements of pupils, making accurate and productive use of assessment
- › Adapt teaching to respond to the strengths and needs of pupils
- › Set high expectations which inspire, motivate and challenge pupils
- › Promote good progress and outcomes by pupils
- › Demonstrate good subject and curriculum knowledge

#### Whole-school organisation, strategy and development

- › Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- › Make a positive contribution to the wider life and ethos of the school, including enrichment opportunities for pupils
- › Work with others on curriculum and pupil development to secure strong outcomes
- › Provide cover, in the unforeseen circumstance that another teacher is unable to teach

#### Health, safety and discipline

- › Promote the safety and wellbeing of pupils
- › Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

#### Professional development

- › To take active interest in your own professional development and ongoing improvement of practice
- › Take part in the school's appraisal procedures
- › Take part in further training and development in order to improve own teaching
- › Take part in the appraisal and professional development of others, where appropriate



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## **Communication**

- › Communicate effectively with pupils and their families
- › Participate in school practices and events that promote positive family engagement

## **Working with colleagues and other relevant professionals**

- › Collaborate and work with colleagues and other relevant professionals within and beyond the school
- › Develop effective professional relationships with colleagues

## **Personal and professional conduct**

- › Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- › Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- › Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- › Promote the ethos of St John's, as expressed in the mission and vision statements
- › Demonstrate alignment with the Christian ethos of the school

## **Management of staff and resources**

- › Direct and supervise support staff, and where appropriate, other teachers/student teachers
- › Contribute to the recruitment and professional development of other teachers and support staff
- › Deploy resources effectively

## **Safeguarding**

- › Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- › Work with the designated safeguarding leads (DSL/DDSLs) to promote the best interests of pupils, including sharing concerns where necessary
- › Promote the safeguarding of all pupils in the school



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## Person specification

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Heading	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>To have qualified teacher status.</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>To have proven recent experience in organising a class, on a full-time basis, ensuring the needs and abilities of all the children have been met</li> </ul>	<ul style="list-style-type: none"> <li>To have recent experience in developing a curriculum area through a school</li> </ul>
Knowledge and expertise	<ul style="list-style-type: none"> <li>To demonstrate a knowledge of equal opportunities and inclusion.</li> <li>To demonstrate a knowledge of effective classroom and resource management.</li> <li>To demonstrate a knowledge of the National Curriculum and effective curriculum planning</li> <li>To demonstrate knowledge of effective pupil assessment, target setting, tracking pupil progress and record keeping in order to raise standards.</li> <li>To demonstrate knowledge of issues involved in meeting SEND and child protection concerns.</li> </ul>	
Skills	<ul style="list-style-type: none"> <li>To be able to communicate effectively both orally and in writing with pupils, parents, colleagues, governors and the wider community.</li> <li>To be an enthusiastic and supportive member of a Key Stage Team and school staff.</li> <li>To be able to demonstrate strong pupil management skills.</li> <li>To be able to plan effectively, showing clear differentiation and progression through detailed assessment and tracking</li> </ul>	<ul style="list-style-type: none"> <li>To be able to develop a curriculum area across the school.</li> </ul>
Personal Qualities	<ul style="list-style-type: none"> <li>To demonstrate a firm commitment to uphold the aims and ethos of a Church of England School</li> <li>To be engaged in professional learning and interested in educational research with a commitment to your own professional development</li> <li>To display empathy with and commitment to the diversity of cultures within the school</li> <li>To be passionate about learning and teaching</li> <li>To show warmth, care and sensitivity when dealing with pupils</li> <li>To have enthusiasm and energy</li> <li>To have a commitment to raising standards</li> <li>To be innovative, able to enthuse and reflect upon experience</li> <li>To be flexible to change and have good organisational skills</li> </ul>	