



Job Title: Class teacher

Grade: Main Professional Grade (Inner London)

Service: Gascoigne Primary School

Reports to: Co-Headteachers / SLT

Job Purpose

To plan, teach and assess engaging, inclusive lessons that enable every pupil to make strong progress and develop the skills, knowledge and character described in the Gascoigne vision.

To be a visible, collaborative practitioner who contributes to the school's priorities: Quality First Teaching, Oracy, Outdoor Learning and Partnership Working.

Staff at Gascoigne actively embrace:

- Continual professional development, grounded in contemporary, research-led best practice
- Supportive feedback and a collective learning culture
- Self-reflection to bring about self-improvement
- Respectful questioning of the status quo / routine practices
- Changes that are implemented to improve pupil outcome

Specific Accountabilities of the Role (as defined by the School Teacher's Pay and Conditions Document)

Main Purpose

- 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

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned 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
- Participate in arrangements for preparing pupils for external tests

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
- Work with others on curriculum and pupil development to secure co-ordinated 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

- Take part in the school's appraisal procedures
- Take part in professional development and training in order to improve own teaching.
- Take part in the appraisal and professional development of others, where appropriate

Communication

- Communicate effectively with pupils, parents and carers

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

- Follow and uphold the schools code of 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

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 lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

Other Professional Duties (not outlined in the Pay and Conditions Document)**Supervision of Pupils**

- Participating in supervision of pupils in playgrounds and other areas as required by the Co-Headteachers, according to the Duty Rota circulated to all staff.

Year-Group Planning

- Participating in arrangements for termly and weekly planning in consultation with teachers in parallel year-group classes;
- Ability to take the initiative and assume responsibility.

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 Co-Headteachers or line manager.

Statutory requirements

- Enhanced DBS check with children's barred-list information
- Prohibition from teaching check (Section 128 / prohibition order / EEA sanctions as applicable)

- Right to work in the UK
- Two satisfactory references
- Verification of identity (photographic ID) and professional qualifications (QTS, degree)
- Statutory induction / early career teacher (ECT) checks and completion records (where applicable)
- Medical fitness for work.

General Accountabilities and Responsibilities

General Accountabilities and Responsibilities (All roles)

- Ensure compliance with appropriate legislation, Council Policies, the Council Constitution, Financial Rules, Employees Code of Conduct and other requirements of the Council.
- Promote the development of a high quality individual need led service, to comply at all times with the Council's policies and procedures, particularly those regarding Data Protection, Equalities and Diversity and Health and Safety.
- Ensure compliance with and actively promote the Council's Equalities and Diversity policies and strategies.
- Ensure compliance with and actively promote Health and Safety at work legislation, Council and Service H&S policies and procedures.
- Comply with the competencies and standard requisites agreed by the Council as relevant to your post.
- Take responsibility for continuing self-development and participate in training and development activities.
- Comply with the General Data Protection Regulation and Data Protection Act 2018 (DPA 2018) (all employees of the Council will not disclose or make use of, for their private advantage, any information held on manual or computer records, which are not available to the public, however acquired).

The above mentioned duties are neither exclusive nor exhaustive and the postholder may be called upon to carry out such other appropriate duties as may be required by the Line Manager within the grading level of the post and the competence of the postholder.

Person Specification Template

Post Title	Class Teacher	Grade	Main Pay Scale
Section, Division	Gascoigne Primary School	Date of Person Specification	11/06/2026

Job Requirements		Criteria (E or D)	Method of Assessment	Job Requirements		Criteria (E or D)	Method of Assessment
Education, Training and Qualifications	Qualified teacher status (QTS)	E	A	Knowledge, Skills and Experience	Knowledge of the national curriculum	E	A / I
	Degree or equivalent	E	A		Knowledge of effective teaching and learning strategies	E	A / I
	Further training in EAL pedagogy, SEND, oracy development, or similar	D	A		Secure understanding of how pupils learn and how to adapt teaching	E	A / I
					Good understanding of safeguarding responsibilities and KCSIE expectations.	E	A / I
					Knowledge of effective behaviour management strategies	E	A / I
				Good ICT skills, particularly using ICT to support learning	E	A / I	
				Experience working in large, diverse schools or in schools with high levels of EAL and pupil mobility	D	A	
Communication, Contacts and Relationships	Proven ability to build professional relationships with colleagues, TLAs/MDAs and external partners	E	A / I	Equalities and Diversity	Commitment to the school's vision, Rights Respecting ethos and values — respectful, inclusive and culturally responsive	E	I

	Experience making reasonable adjustments and differentiating for pupils with SEND and other protected characteristics	E	A / I				
	Ability to build effective working relationships with pupils	E	A / I				
	Experience engaging families to support learning at home (particularly disadvantaged / EAL families)	D	A / I				
Creativity and Innovation	Manage workload, prioritise tasks and meet statutory deadlines for assessment, reporting and safeguarding	E	A / I / O References	Resources, Work Demands and Decisions	Resilient, reflective and committed to continuous professional improvement	E	I / O References
	Ability to work under pressure	E	A / I		A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school	E	A / I
					Commitment to maintaining confidentiality at all times	E	A / I
					Commitment to safeguarding and child protection	E	A / I
Supervision / Management of People	Effectively supervise pupils at all times, ensuring their safety, inclusion and positive behaviour across the school day	E	A / I / O References	Any additional factors e.g. specialist “know how”			
Criteria	E - Essential			Method of Assessment	A - Application Form		
	D - Desirable				C - Assessment Centre		
	DWP “Disability Confident Employer” Accreditation Applicants with a disability or impairment will be shortlisted for interview if they meet the minimum (essential) criteria for the job.				I - Interview		
					T - Test		
					W - Workplace Assessment or job trial		

	<p>Armed Forces Community Covenant All personnel and veterans who have left the armed forces within the last 24 months will be offered an interview if they meet the minimum (essential) criteria for the job.</p>		O - Other (please detail below)
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OUR VALUES	ALL EMPLOYEES ATTRIBUTES
<p>Deliver our best every day</p>	<ul style="list-style-type: none"> • Understands the Council’s vision and priorities, and their role in delivering them. • Accepts responsibility for own work, and keeps others advised of progress. • Fully complies with Council processes, procedures and policies – takes the time to keep their knowledge up to date, and checks when unsure. • Actively seeks out and takes up opportunities to enhance knowledge and performance. • Manages our financial and other resources, including own time, in ways which maximise value for money. • Learns from mistakes. • Understands how to use technology to support service delivery. • Manages information in ways which keeps it secure.
<p>Respond in a prompt and positive way</p>	<ul style="list-style-type: none"> • Thinks from a resident/customer perspective. • Gives friendly and polite advice. • Follows up resident/customer enquiries or requests for information. • Seeks ways of helping residents/customers. • Corrects problems promptly and without getting defensive. • Collects and makes use of feedback to develop and improve services
<p>Inspire others</p>	<ul style="list-style-type: none"> • Is able to identifying the underlying cause and effect of a problem or situation. • Prioritises work based on the importance or urgency of the situation. • Thinks about their personal impact and uses this to the best effect. • Uses clear and logical arguments to influence and engage. • Thinks about their message and their audience. • Uses their understanding of others to tailor and choose the most appropriate approach.

Value people	<ul style="list-style-type: none"> • Upholds a high standard of fairness and ethics in words and actions. • Values people with different skills and opinions. • Champions equalities and understanding that everyone has an important role to play. • Treats people with respect and decency. • Focuses on safeguarding and keeping vulnerable people safe.
Engage with others	<ul style="list-style-type: none"> • Builds and maintains partnerships. • Is corporate in their approach at all times. • Works with others to ensure that projects and tasks are completed. • Asks colleagues for help when needed and gives support to colleagues. • Champions, manages and engages with change openly and willingly. • Understands their role, and the role of Members.

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date:

Next review date:

Headteacher/line manager's signature: _____

Date: