



## Job Description – Teacher Main Scale (NQT)

### Employment details

Job title:	Classroom Teacher
Reports to:	Headteacher
Type of position:	Full time
Hours of work	According to the School Teachers' Pay & Conditions Document 2019
Grade:	M1
<p>Job purpose:</p> <p>The classroom teacher will be responsible for delivering learning in accordance with the curriculum, national guidelines, and the school's strategy. The successful candidate must also carry out other duties that support pupils' learning while operating in accordance with the school's policies and procedures.</p>	

### Main duties and responsibilities

General
To fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document 2019.
To be committed to the ethos and success of the school.
To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
To have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development.
To be familiar with the school's systems, structures, policies and procedures.
To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
To adapt teaching styles to suit all learners and provide a supportive learning environment.
To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
To work as part of a team to evaluate and develop pupils' learning needs.
To enforce the school's Behaviour Policy through excellent classroom management.
To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
To self-evaluate your teaching in order to improve effectiveness.
To be committed to the school's target and monitoring system for pupil progress.
To systematically assess and record pupils' academic and social progress, and use the results to inform lesson planning decisions.

To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.
To report on each individual pupil's progress to the headteacher and parents as required.
To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents' evenings, which may require some out-of-hours availability.
To provide timely information for the following to ensure the well-being of all staff: <ul style="list-style-type: none"> <li>• Curriculum Newsletters</li> <li>• Educational Visits Planning &amp; Event Specific Plans</li> <li>• House Events</li> <li>• FUDGE Days</li> <li>• Articles for Friday Flyer, e.g. visit reports and class events</li> </ul>

**Prepared by**

<b>Name:</b>		<b>Signature:</b>		<b>Date:</b>	
<b>Title and/or department:</b>					

**Note:** This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and the school would aim to reach agreement on any changes.

## Person specification – Teacher Main Scale (NQT)

	Essential	Desirable
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Working towards qualified teacher status at a good level</li> <li>• Degree level qualification</li> <li>• Willingness to undertake CPD</li> <li>• Previous experience working with children</li> </ul>	
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• Sound understanding of the primary curriculum</li> <li>• Excellent behaviour management skills</li> <li>• Excellent inter-personal skills</li> <li>• Ability to work as part of a team</li> <li>• Excellent planning and organisational skills</li> <li>• Effective oral and written communication skills</li> <li>• Awareness of the needs of children who speak English as an additional language or have SEN</li> <li>• An understanding of how a pupil's learning is affected by their intellectual, emotional and social development, and the stages of child development</li> </ul>	<ul style="list-style-type: none"> <li>• Wider experience of working with children</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Committed to teaching</li> <li>• Supportive of colleagues</li> <li>• Good attendance and punctuality</li> <li>• Good sense of humour</li> <li>• Pro-active in the working environment</li> <li>• Enthusiastic and positive attitude</li> <li>• Ability to accommodate changes in work priorities</li> <li>• Ability to anticipate workload and plan ahead</li> <li>• Ability to develop effective relationships with parents</li> <li>• Ability to encourage and enable others to reach their full potential</li> </ul>	<ul style="list-style-type: none"> <li>• Self-confidence</li> <li>• Ability to relate well to other professionals</li> <li>• A flexible approach</li> </ul>