

Westover Green Community School & Autism Centre

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Headteacher: Jason Eveleigh
CEO: John Wells

Opening the Gates to Learning



JOB DESCRIPTION -

Job Title:	Class Teacher
Scale:	MPS
Responsible to:	The Headteacher and the Trustee Board of Clevedon Learning Trust
Job Purpose:	<p>To be responsible for the teaching, learning and management of a class of pupils.</p> <p>To work co-operatively as a member of the school team.</p> <p>To carry out the professional duties of a teacher as set down in the current school teachers pay and conditions.</p>

Specific Responsibilities:

- To teach groups of pupils across the school age and ability range as directed.
- To provide a rich, high quality, stimulating and enabling learning environment, where resources can be accessed appropriately by all pupils.
- To ensure that each pupil has access to a broad, balanced and relevant curriculum differentiated to meet individual needs.
- To use creative and diverse teaching approaches to meet the needs of all pupils and to develop a love of learning.
- To set exciting tasks relating to 'real life' experiences for whole class, small group and self-initiated, exploratory learning.
- To promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy.
- Make effective use of ICT to enhance teaching and learning.
- To assess and record pupil progress, attainment and achievement regularly in accordance with the school systems.
- To use assessment data to set appropriately challenging curriculum and IEP targets.
- To write reports for the review of EHC plans, SEN review meetings and end of year reports to parents using the prescribed school format.
- To lead the class team, ensuring that all staff time is used effectively and efficiently.
- To work co-operatively respecting and valuing contributions from all members of the team.
- To work in partnership with parents and carers to promote learning and well-being and to assist them to support their child's learning at home.
- To communicate effectively with the team around the child when necessary to ensure that each pupil receives the best possible service.
- To participate in the agreed Framework for Appraisal.
- To take responsibility for your own personal and professional development.
- To contribute to the professional development of others.
- To contribute to school improvement.
- To take responsibility within the role of class teacher for the health and safety of pupils, self and colleagues, ensuring safe working practices and procedures.
- To promote general tidiness, correct storage and usage of equipment around the school, especially in respect of shared areas.
- To be committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.
- To be familiar with and promote all school policies.
- To play a full and active role in the wider school community.
- To promote the school's policy on inclusion, equal opportunities and diversity.
- To maintain respect and confidentiality in all matters in accordance with school policy.

- To undertake any other duties of a similar level and responsibility as may be required by the Headteacher.

GENERAL

- The post-holder will be expected to undertake any appropriate training provided by the CLT to assist them in carrying out any of the above duties.
- The post holder will have access to highly confidential and sensitive information during the course of their duties and must maintain the confidentiality and security of such information at all times.
- The post-holder will be expected to contribute to the protection of children and young people, as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to their immediate line manager.
- The post-holder will be required to promote, monitor and maintain health, safety and security in the work place. To include ensuring that the requirements of the Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order.
[https://www.gov.uk/government/collections/dbs-filtering-guidance`](https://www.gov.uk/government/collections/dbs-filtering-guidance)

NOTES

This job description only contains the main accountabilities relating to the post and does not describe in detail all of the duties required to carry them out. The post holder may be required to undertake other duties and responsibilities that are commensurate with the nature and level of the post.

The CLT will endeavour to make any reasonable adjustments to the job and working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

	Essential	Desirable
Qualifications	<p>Qualified Teacher Status</p> <p>An enhanced DBS check will be required for this appointment</p>	Evidence of continuous professional development and commitment to further professional development.
Experience	<p>Experience of successful teaching in Key Stage 1</p> <p>Evidence of a high level of competence as a Key Stage 1 teacher</p>	<p>An interest in further developing a curriculum area within the school</p> <p>Knowledge and understanding of Y1 Phonics Screening</p> <p>Involvement in SEND/Inclusion</p>
Knowledge and Understanding	<p>Have an excellent knowledge and understanding of:</p> <ul style="list-style-type: none"> • A range of frameworks that support the education, development and well-being of children in the Key Stages, National Strategies and assessment, school improvement, Ofsted Framework etc • Child Protection, Health and Safety procedures and their application in a school setting • A creative and connected curriculum • The importance of developing positive relationships with parents • The importance of developing positive links between school and all its stakeholders • The importance of developing close links between school and the wider community • Effective teaching and learning styles • How the curriculum supports the ethos and values of the school 	
Skills and Attitudes	<p>You will be able to demonstrate:</p> <ul style="list-style-type: none"> • An understanding of child-centred learning • An excellent understanding and working knowledge of the Key Stages Curriculum • A commitment to accelerating pupil progress and reaching challenging targets • An ability to motivate and inspire children • An ability to foster excellent relationships with parents and carers • An ability to prepare and present parenting classes and workshops • An ability to encourage independent learning • An ability to create an effective, stimulating and visual learning environment • Excellent personal relationships within a team • Effective communication (both orally and in writing) to a variety of audiences • An ability to use ICT confidently to enhance children's learning and embed cross-curricular learning • A commitment to be involved in the whole life of the school 	<p>In addition you might also be able to demonstrate:</p> <ul style="list-style-type: none"> • A commitment to providing extra-curricular activities • A willingness to lead and co-ordinate an area of the school.

Community	<p>You will be able to demonstrate:</p> <ul style="list-style-type: none"> • An understanding of the school's role in the community and the importance of home school liaison • An ability to establish and maintain positive relationships with parents 	<p>In addition, you might also be able to demonstrate:</p> <ul style="list-style-type: none"> • Experience of working with the wider community
Personal Characteristics	<p>You will be able to demonstrate:</p> <ul style="list-style-type: none"> • A love of learning and a commitment to providing an inclusive educational experience for all pupils • An ability to integrate children with special needs into the life of the class, planning for their progress and creating opportunities for them to thrive • Commitment and a hard-working ethos • An ability to work as part of a team • Good organisational skills and the capacity to work under pressure 	<p>In addition, the successful applicant might also be able to demonstrate:</p> <ul style="list-style-type: none"> • Specialist subject skills