



Class Teacher Job Description

Responsible to	Head Teacher/ Deputy Head Teacher
Line Management	N/A
Type	Teaching/ Non-teaching/ Support
Pay scale	Main or Upper Pay Scale
Liaising with	Children, Parents, Staff and outside agencies
Start date	September 2024
Part time/ Full Time	Part or Full Time, Flexible working opportunities considered for the right candidate

Your role

As class teacher, you will teach a small class of mixed age children with a range of complex behavioural needs. All of our children have an Education Health and Care Plans (EHCP) and Vermont School is a Social, Emotional and Mental Health (SEMH) specialist setting which supports children with autistic traits, ADHD and children who have been impacted by multiple adverse childhood experiences (ACES). You will lead a team of teaching assistants and receive outreach support from Occupational Therapists, Educational Psychologists and Social Workers amongst other multi-agency workers. Our children experience a rich curriculum which, in addition to daily Maths and English, includes highly regarded RE and PSHE offers, cookery, swimming and outdoor learning opportunities.

Main duties and responsibilities:

- Lead a team of special school teaching assistants to provide a quality education for children with SEMH needs.
- Take an active role in reviewing and developing the curriculum, accepting responsibility for at least one curricular area.
- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.

Teaching & learning responsibilities:

- Demonstrate a positive, enthusiastic and imaginative approach to children's learning in order to meet their specific needs and the requirements of the National Curriculum and School Curriculum;
- Meet all the [Teachers' Standards](#)
- Use children's EHCPs to inform planning, teaching and also the development of Positive Handling Plans;
- Contribute to and lead on Annual Reviews commensurate to the time commitment of the role;
- Communicate and consult with parents on a frequent (at least weekly) basis;
- Produce reviews/reports on pupils as and when required.

Curriculum Leadership Responsibilities

- Review and update the agreed scheme of work as required and in line with the school curriculum;
- Develop and be responsible for the agreed subject action plan within the School Improvement Plan;
- Monitor and evaluate the action plan;
- Advise other staff on current issues relating to the agreed subject(s);
- Assume responsibility for the subject budget including making recommendations regarding training and ensuring adequate and relevant resources;
- Maintain a curriculum file and report to the Head Teacher, Deputy Head Teacher and Governors as required.

Responsibilities of all school staff

At an appropriate level, according to the job role, grade and training received, all employees in the school are expected to:

- support the attitudes, beliefs and values alongside the vision of Vermont School;
- contribute as a member of the Vermont Family to aspects of school life which enhance our community;
- attend and contribute to meetings and INSET days as required;
- take responsibility for safeguarding and children's welfare and ensure the immediate reporting to the DSL or a Deputy DSL of any safeguarding matters which place a child at risk or potential risk;
- be aware of health and safety issues and act in accordance with the school's Health and Safety policy;

- maintain positive relationships and uphold school policies and practices at all times, ensuring a safe and positive learning environment for all children;
- maintain appropriate standards of professional appearance and conduct and to ensure that all interactions with children, staff, parents, governors and visitors reflect a commitment to high professional standards of courtesy and behaviour and effectively contribute to the safeguarding of learners at all times;
- keep their Line Manager/ SLT apprised of any concerns whilst undertaking this role.

Professional development

At Vermont School, we value the professional development of all staff and strive to invest in our staff so that they can be the very best they can be. Our belief is that getting better never stops and that we all learn every day. As part of your performance development, all employees in the school will:

- fully engage in the Professional Development and CPD programme as required;
- contribute to the setting of your own performance development targets which ensure whole school improvement outcomes are met;
- regularly review your own practice and set personal targets in consultation with your line manager;
- take responsibility for, seek out and engage fully with CPD in order to support your development as a practitioner (all staff have access to the full suite of training available from The National College);
- develop effective working relationships and network with local, national and digital agencies to ensure that you are at the forefront of developments within your field of expertise;
- disseminate best practice further to CPD opportunities made available to you.

NB.

- All teachers at Vermont School work within the parameters outlined in the School Teachers' Pay and Conditions Document.
- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use Directed Time in accordance with the school's published Policy and have regard to the Teachers' Conditions of Employment.
- This job description is not necessarily a comprehensive definition of the post.
- This job description will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
- To carry out any other duties that are commensurate with the role as requested by the Headteacher.
- *This job profile reflects the instrument of government, vision, aims, school strategic plans and policies of the school. The post holder will meet the expectations for the professional practice and conduct of teachers as defined by the Teachers Standards July 2023.*

Headteacher/line manager's signature	
Date	
Postholder's signature	
Date	