

Colham Manor Primary School

Job Description: Class Teacher

Job Title: Class Teacher

Job Purpose:

The Class Teacher will:

- teach a class of children, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive ethos and core values of the school, both inside and outside the classroom;
- contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- ensure that the current national conditions of employment for schoolteachers are met.

Duties:

The Class Teacher will:

- implement agreed school policies and guidelines;
- support initiatives decided by the Head teacher and staff;
- plan appropriately to meet the needs of all children, through differentiation of tasks;
- be able to set clear targets, based on prior attainment, for children's learning;
- provide a stimulating classroom environment, where resources can be accessed appropriately by all children;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of children;
- maintain good order and discipline amongst children, in accordance with the school's behaviour policy;
- participate in meetings which relate to the school's management, curriculum, administration or organisation;
- communicate and co-operate with specialists from outside agencies;
- lead, organise and direct support staff within the classroom;
- participate in the performance management system for the appraisal of their own performance, or that of other teachers.

Person Specification: Class Teacher

	Essential	Desirable
Qualifications	Qualified Teacher status	Evidence of continuous INSET and commitment to further professional development
Experience	The Class Teacher should have had experience of teaching at Key Stage 2 as a qualified teacher	In addition, the Class Teacher might have experience of: teaching across the whole Primary age range; working in partnership with parents.
Knowledge and understanding	<p>The Class Teacher should have knowledge and understanding of:</p> <ul style="list-style-type: none"> the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of children's progress; the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection; the positive links necessary within school and with all its stakeholders; effective teaching and learning styles. 	<p>In addition, the Class Teacher might also have knowledge and understanding of:</p> <ul style="list-style-type: none"> the links between schools, especially partner schools.
Skills	<p>The Class Teacher will be able to:</p> <ul style="list-style-type: none"> promote the school's aims positively, and use effective strategies to monitor motivation and morale; develop good personal relationships within a team; establish and develop close relationships with parents, governors and the community; communicate effectively (both orally and in writing) to a variety of audiences; 	<p>In addition, the Class Teacher might also be able to:</p> <ul style="list-style-type: none"> To develop strategies for creating community links.

	create a happy, challenging and effective learning environment.	
Personal characteristics	Approachable Committed Empathetic Enthusiastic Organised Patient Resourceful and have a sense of humour	

(Colham Manor Teacher JD PS May 2019)