

Grading

Job Description and Employee Specification

<u>Job title:</u> Classroom Teacher (Primary)	<u>Service area:</u> Learning Skills and Culture - Schools
<u>Post number:</u> S3322010	<u>Division:</u> Schools
<u>Grade:</u>	<u>Section/team:</u>
<u>Overall purpose of job:</u> ◆ You are required to carry out the professional duties of a schoolteacher as set out in the School Teachers Pay and Conditions document. ◆ The post holder will be expected to work in accordance with the policies of the school and the Local Authority.	
Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility.	
Main Responsibilities The successful candidate will be expected to: • Undertake full-time class teaching, delivering consistently high-quality teaching and learning in line with the expectations of the Headteacher, Governing Body and school community. • Take responsibility for the leadership and management of an agreed curriculum subject or area, where appropriate. This responsibility would not normally apply to teachers completing their Early Career Teacher (ECT) induction. • Be accountable to the Headteacher, or another member of staff acting on the Headteacher's behalf, for the effective fulfilment of their duties. • Lead, develop and monitor an allocated curriculum area in accordance with school policies, agreed priorities and the School Development Plan, where applicable. • Establish and maintain high expectations for pupils' behaviour, conduct and attitudes to learning, promoting the school's Christian vision, values and ethos. • Safeguard and promote the welfare, health and safety of pupils during lessons, activities, educational visits and other activities undertaken within and beyond the school site. • Deploy, support and work effectively with other adults within the classroom, including teaching assistants and staff providing additional or SEND support, to maximise pupils' learning and progress. • Attend and contribute positively to staff meetings, parents'/carers' evenings, training days, professional development activities and other meetings as reasonably required. • Participate fully in the school's appraisal and professional development processes, taking responsibility for their own continuing professional development and improvement. • Contribute positively to the wider life of the school, including its Christian character, community links, enrichment activities and whole-school priorities. • Work collaboratively as part of the school's small, hardworking team, demonstrating flexibility, professionalism and a willingness to support colleagues where required. • Undertake any other duties that are reasonably delegated by the Headteacher, consistent	

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with the role and professional responsibilities of a teacher.

TEACHING AND PASTORAL CARE

- ◆ The successful candidate will be expected to:
- ◆ Plan, prepare and deliver high-quality teaching which meets the educational needs of all pupils assigned to them, in accordance with the National Curriculum, the school's curriculum and agreed policies and procedures.
- ◆ Create an inclusive, stimulating and well-organised learning environment in which all pupils are encouraged to achieve their full potential.
- ◆ Maintain high expectations of pupils' learning, behaviour, attitudes and presentation.
- ◆ Know pupils well and be responsive to their individual academic, social, emotional and pastoral needs.
- ◆ Identify and support pupils with additional needs, including pupils with SEND and those who require further challenge, working closely with the SENCo, colleagues, parents/carers and external professionals where appropriate.
- ◆ Use appropriate adaptations and teaching strategies to ensure that all pupils can access learning and make strong progress from their individual starting points.
- ◆ Contribute to the personal, social, emotional and spiritual development of pupils, providing effective pastoral support and helping children to develop confidence, independence and positive relationships.
- ◆ Promote and model the Christian vision and values of the school, supporting pupils to demonstrate Love, Joy, Courage and Trust in their learning, relationships and conduct.
- ◆ Promote a safe, respectful and nurturing classroom culture in which every child is known, valued and encouraged to let their light shine.
- ◆ Work within the agreed curriculum, organisational principles, policies and strategic priorities of the school and contribute to their continued development and effectiveness.
- ◆ Work collaboratively and professionally with colleagues, recognising the importance of flexibility, shared responsibility and teamwork within a small school.
- ◆ Assess, record and report on pupils' attainment and progress in accordance with statutory requirements and school assessment procedures, using assessment effectively to inform future teaching and learning.
- ◆ Maintain accurate and appropriate records relating to pupils' learning, progress and individual needs.
- ◆ Build positive and professional relationships with parents and carers, keeping them appropriately informed about their child's learning, progress, wellbeing and development.
- ◆ Contribute to the wider life of the school and help to provide pupils with rich, engaging and rewarding experiences beyond the classroom.

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PROFESSIONAL DEVELOPMENT

- ◆ The successful candidate will be expected to:
- ◆ Reflect regularly on their own teaching practice and evaluate its impact on pupils' learning, progress and wellbeing.
- ◆ Take responsibility for their own professional development and engage positively with feedback, coaching and professional dialogue.
- ◆ Participate fully in the school's appraisal and professional development arrangements.
- ◆ Undertake relevant training and professional development, including statutory training, as required by the school.
- ◆ Keep their professional knowledge and practice up to date, including developments relating to curriculum, pedagogy, assessment, safeguarding and inclusion.
- ◆ Share effective practice and contribute to the professional learning and development of colleagues across the school.
- ◆ Demonstrate a commitment to continuous improvement and to the ongoing development of Wootton St Andrew's CE Primary School.

Note

Post holders will be expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility. This job description is provided for guidance only and does not form part of the contract of employment.

Date of Job Description 28 September 2026

Date copy sent to Post holder

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POST NUMBER _____ JOB TITLE _____ HOURS PER WEEK _____

FACTORS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
Education, Training and Qualifications	• Honors degree, Qualified Teacher Status (QTS) or Post Graduate study (PGCE) • Evidence of a commitment to continuing professional development and keeping professional knowledge up to date. • Secure knowledge of effective teaching, learning, assessment and positive behaviour management. • Willingness to undertake appropriate training and professional development.	• Training, professional development or an interest relating to SEND and inclusion. • Training, professional development or an interest relating to English, literacy, phonics, reading or writing.	Application form Interview References Certificates
Experience	• Evidence of successful teaching practice within the primary phase, including experience gained during teacher training where appropriate. • Experience of planning and delivering an engaging, ambitious and inclusive curriculum. • Experience of adapting teaching to meet a range of individual needs. • Experience of working effectively with other adults to support pupils' learning. • Ability to work collaboratively and professionally as part of a team.	• A particular interest in and/or experience of supporting pupils with SEND, with opportunities to develop further expertise and potentially take on additional responsibility in this area in the future. • A particular interest, strength or enthusiasm for English and literacy, including reading and/or writing, with opportunities to develop further expertise and potentially take on additional responsibility in this area in the future. • Experience of teaching across more than one primary age phase. • Experience of leading or contributing to the development of a curriculum subject or area.	Application form Interview References

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Knowledge and Skills	• Secure knowledge of the National Curriculum and expectations within the primary phase. • Ability to plan and deliver high-quality teaching which enables pupils to make strong progress. • Secure understanding of assessment and how it is used to inform teaching and learning. • Understanding of adaptive teaching and inclusive classroom practice. • Ability to establish high expectations for behaviour, learning and relationships. • Strong communication and interpersonal skills and the ability to establish positive relationships with pupils, colleagues, parents/carers and governors. • Ability to use technology effectively to support teaching, learning and professional responsibilities. • Secure understanding of safeguarding responsibilities and a commitment to promoting the welfare of children.	• Knowledge and/or experience of effective SEND provision and adaptive teaching. • Strong knowledge of English and literacy, particularly reading and/or writing. • Expertise or enthusiasm for developing a particular curriculum area. • Experience of contributing to curriculum development, subject improvement or assessment.	Application form Interview References
Personal Qualities	• Caring, nurturing and committed to ensuring that every child is known, valued and supported to flourish. • Willingness to actively support and contribute to the Christian character, vision and values of Wootton St Andrew's CE Primary School. • Commitment to inclusion, equality and high	• Enthusiasm for becoming fully involved in the wider life of a small Church of England school. • Interest in developing provision for SEND and inclusion. • Interest in contributing to the development of English and literacy	Application form Interview References

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	expectations for all pupils. - Enthusiastic, positive, hardworking and solution focused. - Reflective and willing to learn, develop and respond positively to feedback. - Reliable, organised and able to manage competing priorities effectively. - Able to use initiative while working within agreed school policies and procedures. - Flexible and willing to contribute to the varied demands of working within a small, busy school. - Able to build positive relationships and work effectively as part of a small, hardworking team.	across the school. Willingness to contribute ideas, interests and skills to enrichment and wider-school opportunities.	
Working Arrangements	- Willingness to attend meetings, parents'/carers' evenings, training days and other professional activities that form part of the role. - Willingness to contribute positively to the wider life of the school and school community.	Willingness to contribute to extra-curricular, enrichment, church or community activities.	Application form Interview References
Safeguarding Wootton St Andrew's CE Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The successful applicant will be required to undertake the appropriate pre-employment checks, including an enhanced DBS check and other checks in accordance with current statutory safeguarding requirements.			
Employee: _____ (f_____ Date: _____) Manager: _____ (f_____)			

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