

Townfield Primary School
Respect, responsibility and resilience



Job Description

The Staff at Townfield Primary School are its greatest strength. Their dedication, flexibility, and commitment to the mission of the school ensure its excellence and form the foundation of its future. It is this spirit of service and professionalism which allows the school to inspire young people to achieve their true potential. The expectation of the school is that all staff view their employment at the school in that spirit.

Class Teacher

Job Description

Post Title	Teacher
Grade / Salary	M1 to M6 NQT's welcome to apply
Contract Type:	Permanent
Working Time:	Full time
Reporting to:	Headteacher
Liaising with:	
Disclosure Level:	Enhanced
Probationary Period:	

Class Teachers is responsible for and must demonstrate the following

- The safety and well-being of the children.
- The increasing positive impact in pupil progress.
- The increasing quality of teaching and learning.
- The increasing standards of behaviour and discipline.
- The increasing positive impact on wider outcomes for pupils.
- The improvement in specific elements of practice, e.g. lesson planning.
- The increasing contribution to the work at the school.
- The increasing impact on the effectiveness of staff and colleagues.

Summary of the overall purpose of the job

The Class Teacher has the following responsibilities:

- Provide effective teaching and learning strategies that allow all children to progress.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- To carry out the professional duties of a school teacher in accordance with the requirements of the Conditions of Employment of School Teachers.
- To plan, develop and deliver high quality lessons and courses within the broad, balanced, relevant and differentiated subject area curriculum using a variety of approaches, to continually enhance teaching and learning for pupils assigned to the base.
- To monitor pupil progress, keeping pupil records that include assessment outcomes and targets set at regular intervals in line with school policy, to enable all pupils to achieve their full potential.
- Contribute to the safeguarding and promotion of the welfare and personal care of children and young people with regard to the Area Child Protection Procedures.
- To maintain and build upon the standards achieved in the award for QTS (Primary) as set out by the Secretary of State.
- To use Planning, Preparation and Assessment (PPA) time effectively for these purposes.
- To promote and demonstrate respect, responsibility and resilience.
- To support and adhere to all school policies and procedures

Key responsibilities and objectives of the job

- Undertake Teaching duties as required in 'Teaching Standards'.
- To evaluate the teaching and learning strategies and resources.
- To be accountable for children's attainment, achievement and progress in the classes taught.
- To provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.
- To ensure a duty of care at all times to safeguard and promote the welfare of all children.
- To contribute to the moral and spiritual development of children.
- To maintain high professional standards of attendance, punctuality, appearance, conduct and courteous, positive relations with children, parents, colleagues and visitors.
- To actively support and promote positive professional and curriculum links across all educational phases of the School.
- To actively engage with the performance management process and continue with personal and professional development.
- To adhere to school policies and procedures as set out in the staff handbook

Teaching & Learning

- Delivering learning in accordance with the curriculum, national guidelines and the school's strategy/curriculum plans.
- Teaching a class of approximately 30 pupils.
- Planning a varied, balanced and appropriate curriculum which supports the needs of all pupils and ensures all pupils reach their potential.
- Adapting teaching styles to suit all pupils and providing a supportive learning environment.
- Differentiating resources and equipment so lessons can be accessed by all pupils.
- Self-evaluating their teaching to improve effectiveness.
- To develop appropriate resources and teaching and learning strategies to make the curriculum accessible for all pupils.
- To prepare assessments that will allow progress to be shown – track progress.
- To support progress across the curriculum for children assigned to the base.
- To ensure short, medium and long-term planning is effectively carried out and children's individual needs are met through appropriate differentiation in all classes taught.
- To contribute to the development and implementation of curricular initiatives.
- To ensure high standards of children's attainment, behaviour and motivation through effective teaching.
- To stay up to date with developments in teaching and learning of young children.
- To adhere to the behaviour management policy so that effective learning can take place.

Monitoring and reporting

- Being committed to the school's target setting and monitoring systems for pupil progress.
- Systematically assessing and recording pupils' academic progress and other areas of their progress, and using the results to inform lesson planning decisions.
- Monitoring pupils' classwork and homework, providing feedback and setting informed targets.
- Delivering relevant national assessments in line with the relevant frameworks.
- Reporting on individual pupils' progress to the headteacher and parents, as required.

Pupil Support

- Carrying out other duties that support pupils' learning while operating in accordance with the school's policies and procedures.
- Working as part of a team to evaluate and develop pupils' learning needs.
- Enforcing the school's Positive Behaviour Policy through effective classroom management.
- Encouraging pupils to develop and use their creativity and initiative, gain increased independence, and undertake new responsibilities.
- Being familiar with the 'Special Educational Needs and Disability Code of Practice: 0 to 25 years', and supporting pupils with SEND appropriately.
- Understanding the school's safeguarding procedures and actively promoting pupils' wellbeing and safety.

General Duties

- Undertaking duties as required in the 'Teachers' Standards'.
- Displaying commitment to the ethos and success of the school.
- Contributing to the school's process of self-evaluation and development and familiar with the expectations of the current Ofsted framework regarding effective teaching and learning
- Being familiar with the school's systems, structures, policies and procedures.
- Actively supporting school activities where required, including attending educational trips, extra-curricular activities and parents' evenings, which may require some out-of-hours availability.

Training

- Keeping up-to-date with, and remaining knowledgeable about, the requirements of the curriculum and national guidelines.
- Undertaking relevant CPD.

Communication

- Working with the SENDCO to ensure pupils with SEND are appropriately supported.
- Liaising with the curriculum lead to ensure teaching is delivered in line with school expectations and goals.
- Working with the DSL and their deputies to ensure safeguarding is promoted.
- Working with the designated teacher for CLA to support CLA and previously CLA.

While every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be specifically identified. This Job Specification is current at the date shown but, in consultation with the post holder, it may be changed by the Headteacher to reflect or to anticipate changes in the job commensurate with the grade and job title.