

Nottingham City Council

Class Teacher - Main Pay Range

Job Description



Responsible to: Walter Halls Primary School

Purpose: To provide high quality teaching and learning experiences to enable all children to achieve the highest possible standards in all areas of the curriculum, which is broad, balanced, relevant and differentiated and meets the needs of all pupils including those with special educational needs.

Duties: This job description is to be performed within the duties set out in the Contractual Framework for Teachers and the Teachers' Standards (England) as outlined in the School Teachers' Pay and Conditions Document and having due regard to the school's aims, ethos, policies and schemes of work. The performance of these duties is under the reasonable direction of the Head Teacher and will be subject to specified monitoring and evaluation procedures with due regard to the appraisal policy adopted by the school.

Responsible to: Head Teacher, Senior Leadership Team and the Governing Body

Areas of Responsibility and Key Tasks

- **Set High Expectation which inspire, motivate and challenge pupils.**
 - Establish a safe and stimulating environment for pupils, rooted in mutual respect.
 - Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.
 - Demonstrate consistently the positive attitudes, values and behaviour which are expected for pupils.
- **Promote good progress and outcomes for pupils.**
 - To facilitate and encourage learning experiences which provide learners with the opportunity to achieve their full potential and to contribute to raising standards of their attainment.

- Be accountable for the attainment, progress and outcomes for all pupils including those with additional needs.
 - Plan teaching to build on pupils' capabilities and prior knowledge.
 - Guide pupils to reflect on the progress they have made and their emerging needs.
 - Encourage pupils to take a responsible and conscientious attitude to their own work and study.
- **Demonstrate good subject and curriculum knowledge.**
 - Delivering a broad and balanced curriculum based on the school policy documents, Schemes of work and the National Curriculum requirements.
- **Plan and teach well-structured lessons.**
 - Impart knowledge and understanding through effective use of lesson time.
 - Set homework and plan other out-of-class activities which are differentiated appropriately to consolidate and extend the knowledge and understanding pupils have acquired.
 - Reflect systematically on the effectiveness of lessons and approaches to teaching.
 - Identify clear teaching objectives and content appropriate to the subject matter and the pupils being taught, and specify how these will be taught and assessed.
- **Adapt teaching to respond to strengths and needs of all pupils.**
 - To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
 - Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.
 - Have a secure understanding of how a range of factors can inhibit pupils' abilities to learn, and how best to overcome these.
 - To provide, and use effectively, data to identify learners' needs and those who are underachieving within your responsibility; where necessary, create and implement effective plan of action to support them.
- **Make accurate and productive use of assessment.**
 - Use relevant data to monitor and support the overall development of all pupils and to set appropriate targets and subsequent lessons.
 - Know and understand how to assess the relevant subject and curriculum areas, including statutory requirements.
 - Mark and monitor pupils' classwork and homework, providing constructive oral and written feedback regularly, and setting targets for pupils' progress in line with the marking policy.
- **Manage the health and safety of all pupils.**
 - Promote the safety and well-being of pupils in accordance with the school's Child Protection and other relevant policies.

- To promote and safeguard the welfare of all pupils.
- **Manage behaviour effectively to ensure a good and safe learning environment.**
 - Have clear rules and routines for behaviour in classrooms and take responsibility for promoting good and courteous behaviour both in the classroom and around school.
 - Have high expectations of behaviour, and establish a framework for discipline with a range of strategies in accordance with the school's behaviour policy.
 - Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
 - To be responsible for creating an attractive, motivating and informative learning environment in the classroom and designated areas around the school. To contribute to display for whole school projects and the organisation of resource areas.
- **Working effectively with colleagues, parents/carers and other professionals.**
 - Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
 - Collaborate and work with colleagues and other professionals within and beyond the school.
 - Ability to communicate effectively and sensitively with a wider variety of people, including children, staff, parents/carers and the governing body
 - To encourage parent/carer involvement and co-operation in school, to attend parent meetings and to contribute to school functions and events where possible, developing strong and lasting relationships.
- **Fulfil wider professional responsibilities.**
 - Make a positive contribution to the wider life and ethos of the school.
 - Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
 - Recognise that learning takes place inside and outside the school context, and understanding the need to liaise effectively with parents and other carers and with other agencies with responsibility for pupils' education and welfare.
 - Contribute to the school's process of self-evaluation and development and to have regard for your own professional development.
 - Participate in arrangements for the appraisal and review of your own performance.
 - Understand professional responsibilities in relation to adhering to school policies and practices.
 - Attend team and staff meetings, participate in training and attend and participate in open evenings and student performances.

‘This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.’