



## **Job Description – Class Teacher**

**Salary: Teacher Main or Upper Pay Scale**

### **Job Purpose:**

#### **The Class Teacher will:**

- Teach a class of pupils 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, parent and governors;
- Ensure that the current national conditions of employment for school teachers 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 pupils, through Differentiation of tasks;
- Be able to set clear targets, based on prior attainment, for Pupils learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- 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 pupils;
- Maintain good order and discipline amongst pupils, 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;
- Co-ordinate an area(s) of the school curriculum as assigned by the Head teacher;
- Fully consider and implement all safeguarding responsibilities in line with school policy and statutory guidelines (Keeping Children Safe in Education 2020)

This job description may be amended by the Head teacher to meet changing school needs at any point in the future.



**Person Specification: Class Teacher (Please write your application linked to the information below)**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	Qualified Teacher status and qualified to work in the UK. Degree Level and above.	Evidence of continuous INSET and commitment to further professional development
<b>Experience</b>	The Class Teacher should have experience of: Successfully teaching in either EYFS/KS1/KS2, <b><u>stating clearly your preference.</u></b>	In addition, the Class Teacher might have experience of: teaching across the whole Primary age range; working in partnership with parents.
<b>Knowledge and understanding</b>	The Class Teacher should have knowledge and understanding of: <ul style="list-style-type: none"> <li>• The Early Years curriculum – including all statutory and non –statutory guidance</li> <li>• the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);</li> <li>• National Curriculum requirements at the appropriate key stage;</li> </ul>	In addition, the Class Teacher might also have knowledge and understanding of: the preparation and administration of National Curriculum tests; the links between schools, especially partner schools. An understanding of the importance of the culture and ethos of a school within a multi cultural environment.

	<ul style="list-style-type: none"> <li>• the monitoring, assessment, recording and reporting of pupils' progress;</li> <li>• the statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEN and Child Protection;</li> <li>• the positive links necessary within school and with all its stakeholders;</li> <li>• effective teaching and learning styles.</li> </ul>	
<b>Skills</b>	<p>The Class Teacher will be able to:</p> <p>promote the school's aims positively, and use effective strategies to monitor motivation and morale;</p> <p>develop good personal relationships within a team;</p> <p>establish and develop close relationships with parents, governors and the community;</p> <p>communicate effectively (both orally and in writing) to a variety of audiences;</p> <p>create a happy, challenging and effective learning environment.</p>	
<b>Personal characteristics</b>	<p>Approachable</p> <p>Committed</p> <p>Empathetic</p> <p>Enthusiastic</p> <p>Organised</p> <p>Patient</p> <p>Resourceful</p>	