

**St Anne’s RC Primary School**

**Carruthers Street, Ancoats,**

**Manchester, M4 7EQ**

**Headteacher: Mrs A Shore**

**Deputy Headteacher: Mr W Mee**

**Job Description Class Teacher**

**Main duties and responsibilities/accountabilities**

 • To fulfil the Conditions of Employment for School Teachers as laid down in the Pay and Conditions Act 1991 and subsequent amendments.

• To be fully supportive of the distinctive Catholic Ethos of the school.

• To prepare curriculum plans and programmes of work which are appropriate to the needs, experience and knowledge of pupils.

• To ensure accurate assessment of children’s attainment and progress.

• To deliver each pupil’s entitlement to a broad and balanced curriculum.

• To work towards continuity in planning, evaluations and records, especially at times of transition.

• To contribute to whole school curriculum development and to reflect such initiatives in classroom planning and practice.

• To participate in professional development initiatives established by the school and by the Local Authority.

• To develop and maintain relationships with parents as partners in their children’s learning.

• To work co-operatively within the staff team.

• To take part in events which support the wider life of the school, such as Holy Communion celebrations.

**Teaching and Learning**

• To teach pupils across the school as directed by the Head Teacher.

• To play a major role in developing an outstanding indoor and outdoor learning environment.

• Working cooperatively with colleagues to ensure the planning and delivery of an effective curriculum.

• To seek ways of sharing good practice and contribute to professional dialogue about teaching and learning.

• To organise the day to day running of your classroom including the efficient management of school resources.

• To liaise with colleagues in order to support the successful transition of all pupils.

• To be an excellent role model.

**Pastoral Care**

• To help promote and safeguard the welfare of the children.

• To promote self-discipline, high standards of behaviour and positive attitudes on the part of all children and to implement policies and procedures to foster them.

**Communication and Community Links**

• To develop and maintain positive and effective professional relationships with colleagues, parents, the local community and Governors.

• To provide information as required to the senior leadership team.

• To ensure that parents and pupils are well informed about the curriculum, attainment and progress.

**PERSON SPECIFICATION**

Teacher: ST ANNE’S RC PRIMARY SCHOOL

**Essential Qualifications**

• Qualified Teacher status

• Degree

 **Desirable Qualifications**

• Catholic Certificate in Religious Studies

**Leadership of subjects**

• Αble to articulate a vision for their future role

**Knowledge and understanding.**

 The class teacher will have a knowledge and understanding of:

• Current practices and strategic developments in primary education across the whole primary school curriculum

• Child development and progression of basic skills in numeracy and literacy

• Philosophy of primary education which puts the child at the centre

• Planning for progression across the ability range, designing effective learning across a series of lessons

• Commitment to meeting the needs of all children whatever their ability or background

• The principles of ‘assessment for learning’ and a commitment to effective assessment as a means of developing teaching and learning.

• Statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN, Child Protection and safeguarding.

• The positive links necessary within school and with all its stakeholders

• Effective teaching and learning styles and able to demonstrate such

• A range of positive behaviour management strategies

• How to achieve and maintain high standards of teaching and learning

• The analysis of pupil data assessment and effective targeting of individuals and vulnerable groups

• How the availability of a wider range of activities contributes to the development of the child.

**Skills**

The Class Teacher will be able to:

• Promote the school’s aims positively, and use effective strategies to motivate and inspire pupils

• Develop good personal relationships within a team

• Establish, develop and build on close relationships with parents, governors and the community

• Communicate effectively (both orally and in writing) to a variety of audiences

• Create a happy, challenging and effective learning environment that is inclusive and engaging in which children can work and socialise productively, effectively and safely.

• Create a supportive atmosphere throughout school which will encourage staff and children to achieve high standards whilst being empathetic to children’s individual personal needs

• Support staff in maintaining an efficient, successful and organised school environment.

• Use ICT effectively

• Establish high levels of effort and behaviour and to maintain these in a firm, friendly manner, creating a disciplined but at the same time, relaxed and happy school environment.

• Excite children with the presentation of the curriculum.

 **Personal Characteristics**

• Can support and promote the distinct Catholic ethos, faith foundation and values of our Catholic School Catholic teacher

• Calm and well organised

• Principled, flexible, sensitive, adaptable, tactful and aspirational

• Committed, with energy and enthusiasm

 • Reflective practitioner

• Professional integrity with a willingness to share ideas, energy and initiative

• Inspires children to achieve

• Works well as part of a team

• Set a good example in terms of dress, punctuality and attendance

• Willing to attend and participate in school events and performances both inside and outside the school day

• To set exemplary classroom standards by personal practice

• Demonstrate high levels of emotional intelligence