

Class Teacher Job Description

Post: KS2 Class Teacher

Responsible to: The Headteacher

Claremont Primary School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS disclosure will be requested where required.

Duties: The Conditions of Employment for School Teachers

(Document on Pay and Conditions) specify the general professional duties of all teachers. In addition, certain duties are reasonably required to be exercised and completed in a satisfactory manner.

Responsible for:

- Supporting the vision, ethos and policies of the school and promoting high levels of achievement.
- Supporting the creation and implementation of the school improvement plan.
- Organising and managing teaching and learning.
- The pastoral care of children, promoting independence and good behaviour, in accordance with school policies.
- Ensuring that parents are fully involved in their child's learning and development and well-informed about the curriculum, their child's individual targets, progress, and achievement.

Teaching and Learning

- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Planning learning which challenges pupils and ensures high levels of interest with appropriate and demanding expectations.
- Adapting teaching to achieve clear targets, building on prior attainment.
- Supporting SEN or very able pupils within the planned learning
- Providing clear structures for lessons maintaining pace, motivation, and challenge
- Maintaining good conduct and learning behaviours in accordance with the school's procedures and encouraging good practice regarding punctuality, behaviour, standards of work and homework
- Ensuring effective teaching and best use of available time
- Using a variety of teaching methods to match approach to content.
- Use effective questioning, listen carefully to pupils, give attention to errors and misconceptions.
- Ensuring pupils acquire and consolidate knowledge skills and understanding appropriate to the subject taught.
- Evaluating own teaching critically to improve effectiveness.
- Ensuring the effective and efficient deployment of classroom support
- Taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for English and Mathematic
- Encouraging pupils to think and talk about their learning, develop self-regulating and independence, concentrate, and persevere and listen attentively.
- Communicate and cooperate with specialists from outside agencies.
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers as required.

Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Provide feedback for pupils and set targets together for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, integrating formative and summative assessments into planning.
- Prepare and present informative reports to parents and Governors as required.

Curriculum Development

- Contribute to team responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and/or maintenance.
- Contribute to the whole school's development activities.

These duties may be varied to meet the changing demands of the school at the reasonable direction of the Headteacher. This job description does not form part of the contract of employment. It describes the way the post holder is expected to perform and complete the duties as set out above.

Person Specification

	Measured by
1. Right to work in the UK	
Knowledge/Qualifications and experience	
2.1 Qualified Teacher status	A
2.2 Relevant degree	A
2.3 Successful recent teaching experience within Key Stage 2, with a strong understanding of end-of-key-stage expectations.	A R O
2.4 Clear communication/questioning skills – precise approach to written communication	A O I
2.5 Able to inspire children’s interest in learning	O
2.6 A full Enhanced Disclosure from the Disclosure and Barring Service	A I
Skills, abilities, and personal attributes	
3.1 Evidence of a commitment to safeguarding and promoting the welfare of children and young people	A R I
3.2 Commitment to promote values and vision of Claremont Primary School	R O I
3.3 Knowledge of strategies to support learning, progress, and standards across the curriculum – evidence of impact on progress	A R O I
3.4 Proficient in the use of educational technology and digital platforms to enhance pedagogy	A
3.5 Effective classroom management skills – able to provide an effective environment for learning	O
3.6 Clear understanding of the role of assessment in the development of learning	A O I
3.7 Awareness of national trends and developments	A I
3.8 Evidence of commitment to personal and professional development	A R I
3.9 Proven ability to quickly establish rapport with pupils and maintain consistent classroom routines	R I O
3.10 Excellent interpersonal skills with the ability to communicate sensitive information effectively to parents and carers	A I
Personal Qualities	
4.1 Flexibility of approach	R O
4.2 Excellent organisational skills	A O R I
4.3 Supportive – able to work as part of a team	A R
4.4 Able to respond to and seek advice	R
4.5 Resilience and the ability to maintain professional standards and a positive outlook	A O I
Interest & Motivation in the job	
5.1 Enthusiasm for children’s learning	O I R A
5.2 A willingness to contribute to all areas of school life	A R I

All staff are expected to understand, contribute, and be committed to Claremont Primary School’s commitment to Equal Opportunities for all.