



St Matthew's CE (Aided) Primary School and Nursery Centre

Job description: Primary Classroom Teacher



Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Duties and responsibilities

Teaching

- Foster and develop a caring and supportive ethos, in-line with the School's Christian foundation and denominational status.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils
- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Line Management:

- The Class Teacher will be responsible to the Headteacher in all matters
- The Class Teacher will be responsible to the relevant member of the Senior Leadership Team as their day-to-day line manager.

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Provide playtime cover and lead worship when required

Health, safety and discipline

- Promote the safety and wellbeing of pupils

- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Take part in the appraisal and professional development of others, where appropriate

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies. To use CPOMs to record incidents and concerns
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school
- Promote the safety and welfare of all children and have a child centred approach.

Other areas of responsibility

This job description is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or line manager.

Notes:

This job description may be amended at any time in consultation with the postholder.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status • Degree 	<ul style="list-style-type: none"> • Evidence of continuous professional development
Experience	<ul style="list-style-type: none"> • Experience of teaching across the KS 2 phase 	<ul style="list-style-type: none"> • Experience of leading a subject area
Knowledge and Understanding	<ul style="list-style-type: none"> • Ability to deliver well planned and stimulating lessons across the curriculum and ability range • Knowledge of current educational trends and initiatives • Knowledge of SEN Code of Practice • Effective behaviour management strategies and the ability to put these into practice • Knowledge of what constitutes effective teaching and learning • Evidence of planning, organisation, implementation, assessment and record keeping • Ability to support all children 	<ul style="list-style-type: none"> • Specific expertise and enthusiasm for planning and teaching • Understanding of strategies and methodologies for quality first teaching
Skills	<ul style="list-style-type: none"> • Ability to maintain an orderly, attractive and well managed classroom • High expectations of pupils to do their very best and make significant progress • Ability to help pupils become independent learners • Competency in IT and ability to use IT across the curriculum • Well organised and good communication skills • Ability to establish sound professional relationships with children, colleagues, parents and community 	<ul style="list-style-type: none"> • Willingness and ability to contribute to whole school development • Willingness and ability to contribute to extracurricular activities
Equal Opportunities	<ul style="list-style-type: none"> • Commitment to inclusion and diversity • Adaptability • Flexibility 	
Other Requirements	<ul style="list-style-type: none"> • Energy, enthusiasm and warmth • Hard working • A can-do attitude • A sense of humour! 	