



## Job Description & Person Specification – Class 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

- 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
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

#### 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 values and vision
- 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

#### 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
- Safeguard and promote the welfare of children

#### Professional development

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

## Communication and Collaboration

- Communicate effectively with pupils, parents and carers
- 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
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Follow school policies and the code of conduct

## Management of staff

- Direct and supervise support staff assigned and where appropriate, other teachers
- Contribute to the professional development of other teachers and support staff

## Area of responsibility: Leading a curriculum area

- Develop and review regularly the vision, aims and purpose for the subject area
- Oversee the planning of the curriculum content, ensuring it is well sequenced to promote pupil progress
- Ensure the planned curriculum is effectively and consistently implemented across the school
- Make sure there is an effective system of assessment that oversees the progress of pupils to ensure the curriculum has a positive impact on pupils' learning
- Monitor pupils' achievement and standards in the subject area

Please note that this is illustrative of the general nature and level of responsibility of the role. It 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.

## Person Specification:

Criteria	Standard
<b>Qualifications And experience</b>	<ul style="list-style-type: none"><li>• Qualified teacher status</li><li>• Degree</li><li>• Successful primary teaching experience</li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• Knowledge of the Curriculum</li><li>• Knowledge of effective teaching and learning strategies</li><li>• A good understanding of how children learn</li><li>• Ability to adapt teaching to meet pupils' needs</li><li>• Ability to build effective working relationships with pupils</li><li>• Knowledge of guidance and requirements around safeguarding children</li><li>• Knowledge of effective behaviour management strategies</li><li>• Good ICT skills, particularly using ICT to support learning</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li><li>• High expectations for children's attainment and progress</li><li>• Ability to work under pressure and prioritise effectively</li><li>• Commitment to maintaining confidentiality at all times</li><li>• Commitment to safeguarding and equality</li></ul>

We will ensure, so far as is reasonably practicable, that no disabled applicant is placed at a substantial disadvantage. This person specification includes what we believe are fully justifiable essential and desirable selection criteria. Provided that the selection criteria unconnected with the disability are met, we will make all reasonable adjustments in order that someone with a disability can undertake the duties involved.

Type of criminal records checks required for this post	Ticked as required
None	
Basic Disclosure	
Standard Disclosure	
Enhanced Disclosure	√
Working with Adults - Regulated Activity	
Working with Children - Regulated Activity	√

Information on types of criminal records checks is available at: <https://www.gov.uk/disclosure-barring-service-check>