

JOB DESCRIPTION

POST TITLE: CLASS TEACHER
GRADE: Main Pay Range
REPORTING RELATIONSHIP: To the Head Teacher

Each class teacher is responsible for carrying out the duties of a teacher as set out in the current copy of The School Teachers' Pay and Conditions Document. This job description may be modified by the Head Teacher, with agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

To carry out such appropriate duties as may be reasonably directed by your Head Teacher.

OTHER DUTIES/RESPONSIBILITIES:

1. To have a commitment to the agreed whole school vision and values as published in the school prospectus. To positively promote and contribute to the team ethos of the Trust.
2. To plan, prepare and implement an appropriate programme of work for the children which:
 - takes account of each child's individual needs through differentiation of expectations/task.
 - considers the needs of the child in all aspects of development.
 - fulfils the National Curriculum requirements.
 - is in line with whole school policies.
 - motivates the children to learn independence and self confidence
 - have an awareness of decisions made by the Government, Dfe, Board of Trustees, Local Governing Body and Support Agencies
 - has a commitment to first hand experience/curriculum enrichment and the celebration of children's contributions.
3. To assess and evaluate the children's work and provide pupil profiles/records of achievement which:
 - are in line with the National Curriculum requirements.
 - enable the tracking and monitoring of progress and inform the setting of annual targets.
 - form the basis of professional dialogue with: Colleagues; Parents; Support Agencies; Link Schools etc.
 - are filed and available (on request) to parents.
4. To ensure that all the children within the class have equal access to the experiences and opportunities provided.
5. To take an active part in meetings/working groups relevant to the age range that you are teaching.
6. To actively promote and implement whole school policies.
7. To have high expectations of the children in work, attitude and behaviour.

8. To have pastoral care of the teaching group, within the school ethos, by:
 - being a good role model for the children in all personal qualities.
 - fostering the positive self-image of each child through praise and encouragement.
 - respecting each child and ensuring that each child develops through praise and encouragement.
9. To alert the Key Stage Leaders to a cause for concern, who will in turn liaise with the Assistant Head Teachers, Deputy Head Teacher and the Head Teacher.
10. To continue personal and professional development.
11. This post has a high level of contact with, and responsibility for, children.
12. To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
13. Any other tasks as may be reasonably requested by the Head Teacher.
14. To carry out your duties with full regard to the Trust's Equality Policies.
15. To comply with Health and Safety policies, Trust statements and procedures, report any incidents/accidents/hazards and take pro-active approach to health and safety matters in order to protect both yourself and others.

PLEASE NOTE THAT SUCCESSFUL APPLICANTS WILL BE REQUIRED TO COMPLY WITH ALL TRUST/SCHOOL POLICIES.

THE POST IS SUBJECT TO AN DBS CHECK (CERTIFICATE OF DISCLOSURE FROM THE DISCLOSURE AND BARRING SERVICE) AND THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING CHECKS BEFORE AN OFFER OF APPOINTMENT IS CONFIRMED AND WILL BE SUBJECT TO RECHECKING AS APPROPRIATE
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The Trust and Schools within the Trust are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

PERSON SPECIFICATION – CLASSROOM TEACHER

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Qualifications & Education	E1	Qualified Teacher Status (QTS)	AF/C	D1	Degree or equivalent with at least 2 years teaching experience	AF/C
Experience & Knowledge	E2	Knowledge of structure and content of National Curriculum	AF/I/R	D2	Qualified class teaching experience in Primary School	AF/I/R
	E3	Understanding & knowledge of current educational issues	AF/I/R	D3	Experience of working in Key Stage 2	AF/I/R
	E4	A clear vision and understanding of the needs of Primary pupils including special needs	AF/I/R			
	E5	Experience of working successfully and co-operatively as a member of a team in a school	AF/I/R			
	E6	Evidence of commitment to raising achievement	AF/I/R			
Professional Development	E7	Attendance at recent and relevant training within the last two years	AF/I/R	D4	An active interest in staff development and willing to fully participate	AF/I/R
Skills	E8	Ability to communicate both orally and in writing to a wide range of audiences	AF/I/R			
	E9	IT Literate, capable of using MS Word/Excel and office packages	AF/I/R			
	E10	Ability to communicate effectively in Curriculum management – planning, delivery and assessment	AF/I/R			
	E11	Ability to demonstrate an understanding of curriculum planning, delivery and assessment	AF/I/R			

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Personal Attributes	E12	A committed, enthusiastic and hardworking disposition	I/R	D5	Flexibility and adaptability in order to be able to work across age ranges and to mix and work with a wide range of people	AF/R/I
	E13	A caring and sensitive attitude towards pupils and parents	I/R			
	E14	High expectations of pupil's achievements	I			
	E15	Fully supportive reference	R			
	E16	Interest in working with children to promote their development and educational needs	AF/I/R			
	E17	Ability to form and maintain appropriate relationships and personal boundaries with children	AF/I/R			
	E18	Evidence of being able to build and sustain effective working relationships with colleagues, governors, parents and the wider community	AF/I/R			
Special Requirements	E19	Strategies understanding and knowledge of current issues in education.	AF/I/R			
	E20	Well-structured supporting letter	AF/C			
	E21	Suitability to work with children / Satisfactory Enhanced Disclosure	D			

Key – Stage identified	
AF	Application Form
C	Certificates
T	Tests
P	Presentation
I	Interview
R	References
D	Disclosure

Issues arising from references will be taken up at interview. All appointments are subject to satisfactory references.