

|  |  |
| --- | --- |
| Job Title: | Class teacher |
| Post Ref No: |  |
| Directorate: | Children and Enterprise |
| Division/School: | Hale CE VC Primary |
| Grade: | Mainscale Main pay scale/UPS |
| Responsible to: | Headteacher |
| Responsible for: | Teaching a class within a small school assisting in the continuing drive to raise standards across the school. |

|  |
| --- |
| MAIN PURPOSE OF THE JOB: |
| To work under the direct instruction of Headteacher/SLT to plan, deliver and assess all aspects of the National Curriculum for all pupils within the class. To manage classroom behaviour and organisation to ensure effective learning for all pupils. To uphold the Christian ethos of the school. |

|  |
| --- |
| KEY DUTIES AND RESPONSIBILITIES: |

* To teach and support across the Primary age range.
* To support and promote the Christian ethos of the school.
* To carry out all short term and medium term planning in accordance with school practice.
* To contribute to raising standards through the monitoring of pupil progress through AFL and other formal and informal assessments.
* To meet the needs of all children by differentiating the curriculum and tasks when appropriate and creating a stimulating and challenging environment through activities planned.
* To attend all in-house training and any external training identified by SLT.
* To contribute to school development through collaborative working.
* To liaise with other schools and agencies.
* To employ appropriate strategies which will promote parental interest and understanding.
* To share all duties as specified by the school, including subject leadership.
* To follow safeguarding procedures at all times.

Note: Undertake any other duties and responsibilities as may be assigned from time to time, which are commensurate with the grade of the job.

This job description is not intended to be either prescriptive or exhaustive; it is issued as a framework to outline the main areas of responsibility.

PERSON SPECIFICATION CLASSROOM TEACHER

E = ESSENTIAL D = DESIRABLE

**EXPERIENCE**

* EYFS , Key Stage One / Key Stage Two D

**KNOWLEDGE**

* EYFS, Key Stage One / Key Stage Two curriculum D
* Anglican Religious Education curriculum D
* National tests D

**SKILLS + ABILITIES**

* Ability to work effectively with teaching colleagues, including E

teaching assistants and senior management

* A proven record in working with pupils E
* The ability to recognise and meet the needs of pupils academically, E

emotionally and socially

* Ability to communicate effectively with parents, supporting the E

welcoming ethos of our school

* Ability to identify potential barriers to learning and engage in strategies E

to overcome them

* Ability to assess and review pupils’ needs and plan appropriately, E

drawing on in-school advice and expertise where necessary

* Ability to develop effective relationships with employees throughout E

the school

* Ability to multitask and be flexible E
* Strong team working skills E
* Excellent interpersonal skills E
* Excellent communication skills E
* Good I.C.T. skills E
* Ability to work to deadlines E
* Excellent behaviour management skills E
* Ability to lead colleagues in a subject or curriculum area E

**PERSONAL QUALITIES**

* The awareness and sensitivity to be able to work within our Church E

School & Community

* A caring approach and inclination to handle difficult situations in a E
* sensitive and confidential manner
* Have a commitment to equality of opportunity, fairness and social E

inclusion

* A willingness to learn E
* A desire to understand the needs of pupils and their families and to E

empathise with them

**QUALIFICATIONS**

* QTS – Primary E
* Enhanced level of clearance by Criminal Registration Bureau E

Prepared by: E Fenton

Job Title: Headteacher

Date: May 22