

## Job Description

Post Class Teacher

### Prime Objectives of the Post

The postholder will be required to undertake any professional duties of the head teacher as required. To support senior management in ensuring quality assurance processes are in place to support self-evaluation and school improvement planning.

To be responsible and accountable for achieving the highest possible standards in work and conduct. To promote the aims and objectives of our school and maintain its philosophy of education, ensuring the promotion and safeguarding of the welfare of our children within school. To meet the standards expected as set out in the 'Teachers' Standards'.

**Responsible to:** Headteacher

### Main Duties and Responsibilities

#### Teaching

1. Contribute to the development and application of whole school policies and activities, to extend opportunities for pupils and school achievements.
2. Promote and share professional learning and other forms of support and development for teachers to learn and work together to strengthen collective knowledge and expertise across the school.
3. Maintain an up to date knowledge and understanding of the professional duties and responsibilities of teachers and the statutory frameworks.
4. Plan teaching to achieve progression in pupils' learning through identifying clear teaching objectives and content, appropriate to the subject matter and the pupils being taught, and specifying how these will be taught and assessed.
5. Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject) as well as a more developed understanding of their subject area.
6. Provide clear structure for lessons, and for sequences of lessons, in the short, medium and longer term, which maintain pace, motivation and challenge for pupils.

7. Make effective use of assessment information on pupils' attainment and progress in their teaching and in planning future lessons and sequences of lessons
8. Mark and monitor pupils' class-work and homework, providing constructive oral and written feedback, and setting targets for pupils' progress
9. Plan and teach lessons within the context of the school's plans, curriculum and schemes of work and to know when and how to differentiate appropriately, using approaches which enable pupils to achieve
10. Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
11. To reflect on the effectiveness of lessons and set and mark homework
12. Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well being.
13. To support and promote the school's ethos, aims and core values in order to promote the welfare, progress and high levels of attainment and continued development of the school and pupils.
14. Participate in arrangements for preparing pupils for external examinations using knowledge of assessment requirements.
15. Identify resources and provision needed to meet the needs of vulnerable pupils and advise SLT of priorities for expenditure.
16. Provide training opportunities for teaching assistants and other teachers to learn about the needs of vulnerable pupils;
17. To contribute to plans, reviews and evaluations of pupils by writing reports on pupils' progress and attendance at meetings.

## **Behaviour and Safety**

1. Design and implement strategies which secure high standards of behaviour and attendance.

2. To manage challenging and extreme behaviour of individual pupils in line with school protocols.
3. Establish a safe, purposeful and stimulating environment for pupils using praise, sanctions and rewards consistently and fairly
4. Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
5. Maintain good relationships with pupils, exercising appropriate authority
6. Demonstrate a positive role model and consistently demonstrate the positive attitudes, values and behaviour, which are expected of pupils
7. Have high expectations of behaviour, promoting self control and independence of all learners

### General

1. Contribute to the development, implementation and evaluation of the school's policies, practices and procedures to support the school's values and vision
2. To further support the climate for learning, improve the school's ethos and develop further the merging culture of achievement and high expectation.
3. To play a key role in assemblies, open evenings and other major School events;
4. Develop effective working relationships with schools, partners, and other agencies.
5. Act as a positive role model to staff, maintaining high professional standards and high levels of care for pupils.
6. To undertake any other duties as directed by the headteacher;

### Person Specification - Teacher

Achievement of criteria - key to identification:

A = Application I = Interview E = Exercise R = Reference

Qualifications/Training	Essential	Desirable	How identified
Qualified teacher status	✓		A
Evidence of current CPD activity	✓		A
Relevant professional qualification		✓	A

Experience	Essential	Desirable	How identified
Proven track record of at least 2 years of teaching experience in the primary sector		✓	A
Extensive experience of using and adapting a range of teaching, learning and behaviour management strategies	✓		A/I
Ability to use effective systems and procedures for quality assurance management in supporting pupil attainment	✓		A/I
Experience of effectively deploying support staff in the classroom	✓		A/I
Experience of accurately assessing student progress and using assessment data to inform future learning opportunities	✓		A/I
Experience of incorporating ICT into learning opportunities	✓		A/I
Experience of working with others to effect a positive impact on pupil progress	✓		A/I/E
Evidence of effective partnerships with relevant agencies	✓		A/I
Experience of effective teaching in more than one school		✓	A/I



Experience of leading school development initiatives successfully		✓	A/I
Knowledge and Skills	Essential	Desirable	How identified
Knowledge of current good practice in relation to contributing to developing an outstanding primary school curriculum	✓		A/I/E
Excellent interpersonal and general communication skills	✓		A/I/E
Knowledge of current safeguarding issues	✓		A/I
Knowledge of strategies to maximise progress and achievement for all children, including pupils with special educational needs	✓		A/I/E
Evidence of using ICT incorporated into learning	✓		A/I/R
Knowledge of the primary curriculum	✓		A/I/R
Skills in fostering links with home, school and other external partners		✓	A/I/R
Initiative	Essential	Desirable	How identified
Ability to work independently and as part of a team	✓		A/I/R
Ability to prioritise workload to meet deadlines	✓		A/I/R

Circumstances	Essential	Desirable	How identified
Occasional working outside of the school day in attendance at parents' evenings etc	✓		A/I/R
Commitment to the catholic ethos of the academy	✓		

