



Sir Thomas Abney
PRIMARY SCHOOL

Job Title: Class Teacher Main Professional Grade

Reporting to: Phase Leader

Key links: Parallel Class Teachers, Inclusion Team

Responsibilities

Duties are in accordance with the requirements of the School Teacher's Pay and Conditions Document, relevant conditions of employment, National Curriculum requirements, the School Development Plan and the agreed policies and schemes established by the staff and governing body.

Responsibilities will include:

1. To provide a high quality teaching and learning environment that supports the delivery of the National Curriculum and the raising of achievement of all pupils.
2. To plan and prepare lessons which meet the requirements of the curriculum including the Literacy and Numeracy frameworks and the needs of all pupils.
3. To create a secure and calm environment to support the personal well being of all pupils and to establish positive and purposeful relationships.
4. To promote equal opportunities within the classroom and throughout the school.
5. To plan lessons with clear objectives and differentiated appropriately to meet the needs of the pupils within the class. To plan collaboratively with parallel class teachers and other key stage colleagues.
6. To report on pupil progress and standards of attainment on a termly basis.
7. To mark work, assess, record and report on the development, progress and attainment of pupils. To have a thorough knowledge of the learning needs of all pupils, and the class as a whole.
8. To work closely with the inclusion team and support staff in order to meet the needs of individual pupils. This will include contributing to Individual Education Plans and Annual Reviews.
9. To report to parents about the progress of their child and targets for further development.

10. To participate in regular staff meetings which relate to school improvement.
11. To maintain good order and discipline amongst pupils and safeguard their health and safety, both when they are on school premises and authorised school activities elsewhere.
12. To correctly register the attendance of pupils within the class.
13. To work with outside agencies as appropriate to meet the needs of pupils.
14. Develop and maintain positive relationships with parents, which involve them actively in the classroom where appropriate and in the learning process.
15. To make contributions towards the development, establishment and implementation of whole school policies.
16. Undertaking In-service training for the further development as a teacher.
17. Undertake other duties, which may be reasonably assigned by the Headteacher to ensure the smooth running of the school.
18. To engage positively in all performance management arrangements.
19. To ensure the safeguarding of all pupils.

Person specification: Class Teacher

Attributes	Requirement	
	Essential	Desirable
Qualifications and Training	<ul style="list-style-type: none"> • Qualified Teacher status • Evidence of recent professional development in the teaching and support of the curriculum 	<ul style="list-style-type: none"> • 1st Degree and/or relevant qualifications
Experience and Skills	<ul style="list-style-type: none"> • Recent experience of teaching in primary school or teacher training school experience • A thorough working knowledge of National Curriculum. • A working knowledge of strategies and techniques for raising pupils' attainment and achievement. • The ability to assess and report upon the development, progress and attainment of pupils • Awareness of health and safety issues and their implementation • Awareness of safeguarding issues and their implementation 	<ul style="list-style-type: none"> • Proven success as a class teacher
Professional Development	<ul style="list-style-type: none"> • Active involvement in recent and relevant INSET/training • Training in different teaching and learning strategies 	
Planning and Assessment	<ul style="list-style-type: none"> • Knowledge and experience of classroom planning procedures • Knowledge and experience of the principles of assessment 	<ul style="list-style-type: none"> • Knowledge and experience of school development planning
Data analysis	<ul style="list-style-type: none"> • Experience of target setting to raise attainment 	
Improving teaching And learning	<ul style="list-style-type: none"> • Knowledge and experience of a range of teaching and learning styles and strategies 	
Working with People	<ul style="list-style-type: none"> • Ability to communicate effectively • Experience of and commitment to working as a member of a team 	
Knowledge of education	<ul style="list-style-type: none"> • Willingness to keep up to date with educational thinking and knowledge 	
Key skills, qualities And attributes	<ul style="list-style-type: none"> • High expectations and a commitment to raising standards of attainment, including for children from socially disadvantaged areas • Commitment to equal opportunities and equal value for students and colleagues 	