



Job description and person specification: primary school class teacher

Job title: Class teacher – primary school

Salary: MPS

Hours: Full time

Contract type: Fixed Term 1 year aiming to start September 2020

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

- Create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- Plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- Plan and teach well-structured lessons that are exciting, engaging and give consideration to the most appropriate learning environment.
- 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.
- Design intervention and catch up sessions for identified pupils.

Whole-school organisation, strategy and development

- Support the school's values and vision.
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures.

- Make a positive contribution to the wider life and ethos of the school.
- Work with others on curriculum and pupils' personal development to secure co-ordinated outcomes.
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach.

Health, safety and discipline

- Promote the safety of pupils.
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment.
- Follow the schools behaviour policy including the use of positive behaviour and de-escalation strategies.
- Promote the Federation's values and British values through a wide range of opportunities.

Professional development

- Take part in the school's appraisal procedures.
- Proactively 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

- Communicate effectively with pupils, parents and carers.
- Communicate effectively with colleagues across the whole Federation community.

Working with colleagues and other relevant professionals

- 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, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

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.

POST TITLE: Class Teacher GRADE: MPS SERVICE: Education – Federation of Scapegoat Hill J&I & Linthwaite Clough JI&EY POST REF:			
ATTRIBUTES	CRITERIA	HOW IDENTIFIED	RANK
RELEVANT EXPERIENCE	1. Effective class teaching experience across the primary age range 2. Ability to demonstrate excellent primary practice 3. Good understanding of Teaching and Learning issues	Application/ Interview	A A B
EDUCATION AND TRAINING	4. Qualified Teacher Status 5. Primary trained 6. Willingness to further their own professional development 7. Evidence of relevant INSET	Application	A A A B
GENERAL AND SPECIAL KNOWLEDGE	8. Clear philosophy of primary education and an understanding of the impact of the new National Curriculum requirements 9. An understanding of the importance of SEMH and SMSC 10. Ability to provide an imaginative and interesting classroom environment 11. Commitment to parental involvement	Application/ Interview	A A A A
SKILLS AND ABILITIES	12. Excellent classroom management and teaching skills including the ability to share and develop good practice 13. Good communication skills – written, oral and listening 14. Good organisational and time management skills 15. Effective user of ICT 16. Effective interpersonal skills 17. Ability to offer special interest/expertise in curriculum areas	Application/ Interview	A A A A A B
ADDITIONAL FACTORS	18. Ability to work well with others and establish positive relationships 19. Willingness to work as part of a team 20. Ability to demonstrate a positive approach towards children in a well organised and motivated learning environment 21. Enthusiasm and flexibility 22. High expectations of self, staff and all pupils 23. Understanding of and willingness to support and develop the distinctive nature of our Federation 24. Able to demonstrate ambition and passion for a career in teaching and education	Application/ Interview	A A A A A B A

You will only be shortlisted from the details in your application form if you meet the criteria ranked A. If a large number of people apply for the post, we will only shortlist those who also meet the B criteria.

Notes:

This job description may be amended at any time in consultation with the postholder.

Last review date: *June 2020*

Next review date: *June 2021*

Headteacher/line manager's signature:

A handwritten signature in black ink, appearing to read 'N. Bewley', is written over a faint, dotted line.

Date: June 2020