



Job Description

Post: Primary Phase Class Teacher

Scale: MPS/UPS

Hours of work & Contract type: Full time & Permanent

Responsible to: Head of Primary Phase

Primary objective of the post: To carry out the professional duties of a teacher; to work with the primary phase team to continually strive to improve provision

Key duties and responsibilities:

- Demonstrate good or outstanding subject and curriculum knowledge
- Plan and teach well-structured lessons adhering to the Academy's teaching and learning policy
- Set high expectations which inspire, motivate and challenge students
- Be accountable for students' attainment, progress and outcomes
- Promote high standards of literacy, numeracy and communication skills across the curriculum.
- Plan differentiated work for the children using The Halifax Academy Curriculum, the National Curriculum and the Academy's agreed policies, liaising with colleagues as appropriate.
- Make accurate and productive use of assessment – pupil progress, setting targets, lesson planning and pupil feedback.
- Be accountable for implementing the Academy's Behaviour for Learning policy and play an active role in the day to day management of pupil behaviour across the primary phase.
- Work collaboratively with teaching assistants and support assistants ensuring they are fully briefed on lesson plans and expectations to enable them to fully contribute to improving pupil outcomes.
- To organise a classroom and shared areas, including outdoor provision, which encourage and enable children to resource themselves and be independent learners and to provide a stimulating and attractive learning environment.
- Develop positive relationships with parents and carers and encourage their support in and involvement with their child's learning.
- Make a positive contribution to the wider life and ethos of the Academy.
- Give a positive impression of the Academy at all times to external visitors and during education visits.

Achievement and Quality Assurance:

- Modify and develop actions to maintain continuous improvement.
- Assess pupils' progress and attainment and record progress using agreed assessment and record keeping systems including learning journeys and profiles.
- Use appropriate quality assurance strategies and effective self-reflection to continuously improve teaching practice whilst ensuring effective implementation of Academy policies.
- Monitor and measure progress and achievement at all levels across the Academy to contribute to timely and accurate tracking data.
- Set high expectations and targets for pupils to drive up achievement.
- Contribute to curriculum/pastoral evaluation and development.

The Halifax Academy Leadership and Communication Framework Accountabilities:

There is a shared commitment to leadership accountabilities in The Halifax Academy. This commitment is aligned to The Halifax Academy Leadership and Communication Framework which means:

Leadership:

- Supporting the Head of Primary Phase in embedding of the Academy's ethos and policies.
- Accountable for delivering and promoting high levels of achievement.
- Acting as a positive behaviour role model as per the Halifax Academy Leadership and Communication Framework.
- Accepting and acknowledging accountability to the Academy Trust. Creating effective communication and strong working relationships to enable the Governing Body to discharge its duties to preserve the distinctive character of the Academy.
- Being proactive in forging links with parents, community figures and external organisations to ensure the diversity of the outside world is reflected in the pupils' experience of Academy and liaising with external agencies to best meet the needs of pupils.
- Promoting a shared commitment to the safeguarding of children at all times.



- Carry out responsibilities under professional standards as laid down in the staff code of conduct.

Leading and Developing:

- Be proactive in achieving the key accountabilities of the Class Teacher role.
- Take ownership for and reflect on own practice CPD/performance management and coaching discussions ensuring that agreed actions are implemented.
- Provide feedback on whole Academy changes in an appropriate and professional manner.

The Halifax Academy also requires a commitment to the continuous improvement of communication internally and externally which translates into the following accountabilities:

Communication:

- Develop effective networks/communication channels to ensure parents, families and external partners are kept involved and informed about individual pupils, curriculum targets and attainment in line with the Academy's inclusion agenda.
- Ensure that Head of Primary Phase are well informed about pupil progress and future development needs.
- Keep up to date with wider Academy developments and be proactive in sharing best practice with all colleagues.

All members of staff are expected to:

- Have proper and professional regard for the ethos, policies and practices of the school
- Have regard for the need to safeguard pupils' wellbeing and health & safety by following relevant statutory guidance, along with school policies and completing mandatory training on an annual basis
- Demonstrate positive attitudes, values and behaviours
- Share responsibility for ensuring that their own knowledge and understanding is relevant and up to date
- Support equal opportunities measures and promote anti-discriminatory practice