

CROWLAND PRIMARY SCHOOL



Job Description

Class Teacher - Main Scale 1-6

Core Purpose

To teach a primary class, ensuring the full development of pupils by teaching an effective, exciting curriculum in line with requirements, the aims of the school and the needs of the individuals. To be involved with the development of the whole school

MAIN AREAS OF RESPONSIBILITY

- 1) To plan, prepare and implement the agreed curriculum to cater for the needs of all children within the assigned class and any other class taught.
- 2) To provide well planned, engaging learning experiences and support for all learners and to deliver a diverse, relevant and differentiated (where appropriate) curriculum for all children in the class.
- 3) To observe and evaluate the progress of each child through implementing the agreed structures within the school to ensure that learners have the opportunity to reach their maximum potential and attain the greatest possible outcome from each lesson.
- 4) To provide a warm, friendly and supportive atmosphere that is conducive to the social and emotional needs of the children within the class.
- 5) To set clear expectations for support staff and learners with regard to learning objectives and next steps for future progress in this regard.
- 6) To maintain discipline in accordance with school policies at all times and to encourage respect and cooperation in relation to general behaviour and approach to school life.
- 7) To create an engaging, stimulating and relevant learning environment through displays and classroom organisation.
- 8) To provide support for the children in a broad range of situations both on and off-site.
- 9) To efficiently mark and comment upon the pupil's work as defined in the school policy.
- 10) To maintain cordial and informative relationships with parents.
- 11) To work as part of a team with the teachers and assistants within the assigned year group and the rest of the school staff.
- 12) To liaise with other staff in the school to ensure continuity between classes and departments.

OTHER DUTIES

- 1) To attend all staff meetings, parent evenings (as appropriate) and CPD training (internal and external as requested).
- 2) To participate in (and where appropriate contribute to) the general well-being of the staff and school so as to maintain and improve the performance of the school for the benefit of all concerned.
- 3) To support the pupils and school as a whole, by attending school productions, functions and any other events as requested.
- 4) To keep abreast of all policies of the school and to be aware of problems with individual pupils so that communication between colleagues for their general well-being is consistent and thorough.
- 5) To prepare school reports, on each child taught. Prepare reports for educational psychologists, other schools and for any other body/organisation as requested by the line manager/headteacher.
- 6) To share in the responsibility for covering colleagues in their absence.
- 7) To keep parents and pupils informed of all school notices and special events.
- 8) To comply with all legal requirements such as register of attendance and health and safety regulations.
- 9) To carry out tasks as delegated by the Line Manager/SLT/Head.
- 10) To further knowledge and expertise in relation to the post.
- 11) The teacher shall devote the whole of their working time and attention to the affairs of the school and shall not undertake any extraneous activities which could, in the opinion of the Line Manager/SLT/Head, interfere with the efficient discharge of the teacher's duties at school.
 - To play an active part in the life of the school.
 - To undertake any duties as may be reasonably expected.
 - Post holders may deal with sensitive material and should maintain confidentiality in all school-related matters.
 - The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.
 - This job description is not necessarily a comprehensive definition of the post. It may be subject to modification or amendment.
 - The duties may be varied to meet the changing demands of the school at the reasonable discretion of line manager/headteacher.

- Responsibility for promoting and safeguarding the welfare of children and young people for whom you are responsible, or with whom you come into contact in the school. It is your responsibility to adhere to and ensure compliance with the school's Safeguarding Policy at all times. If at any time you identify any instance that a child or young person is at risk you must report your concerns immediately to the Designated Senior Lead/SLT/Head.

Note: This job description is indicative of the duties and responsibilities of the post but does not form part of any contract of employment. All jobs within the school evolve over time and their features vary from year to year.

Candidate Specification - Class Teacher

Education and Training

- Knowledge of National Curriculum and its assessment
- Relevant training and CPD
- Qualified teacher status (or overseas qualified teacher committed to gain QTS)

Experience

- Relevant successful teaching experience of subject or school-based beginner teacher experience.

Skills and Attributes

- Excellent empathy and rapport with pupils in an inner-city context
- Excellent verbal and written communication
- Able to promote high expectations
- Belief, commitment and ability to inspire and implement actions to foster the achievement of all pupils.
- Excellent pupil discipline skills
- Excellent organisation skills
- Ability to inspire pupils and staff
- Able to work well as part of a team.
- Ability to identify pupil needs, devise strategies and evaluate their effectiveness.
- Flexible, self-motivating and able to act on own initiative.
- Ability to contribute to the planning and evaluation of learning activities.
- Ability to plan and deliver teaching programmes.
- Good working knowledge of procedures for identifying and meeting the needs of pupils.

Other Requirements

- A commitment to equal opportunities and an understanding of this
- A willingness to participate in extra-curricular activities.
- Excellent attendance and punctuality
- Ability to represent the school well to parents and the community
- The ability to earn credibility through the discharge of role.
- Willingness to participate in the pastoral life of the school.
- Ability to effectively support staff well-being and promote high morale.