**ST. PETER’S CHURCH OF ENGLAND PRIMARY SCHOOL**

**JOB DESCRIPTION: Teacher**

**Job Purpose and Specific Duties**

**1. INTRODUCTION**

**1.1 JOB TITLE**: Class Teacher

**1.2 JOB PURPOSE:** Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in thecurrent School Teachers’ Pay and Conditions Document.

Teach in accordance with the ethos, organisation and policies of the school as a fully committed member of the teaching team and as detailed in the specific duties below.

**1.3 Line Management**: Reporting to - Key Stage Leader

Responsible for - no line manager responsibility

**1.4 Liaising With:** Headteacher, senior leadership team, teachers, support staff, parents, LA representatives, external agencies.

**1.5 Salary Scale**: Classroom Teachers’ Pay Scale

**1.6 Working Time:** Full time as specified within the School Teachers’ Pay and Conditions Document

* 1. **CRB Disclosure** Enhanced

**Level:**

**2. SCHOOL ETHOS**

2.1 Actively support the school’s corporate policies relating to equality and diversity, inclusion and health, safety and well being.

2.2 Promote the school and celebrate its success at every opportunity.

**3. CURRICULUM PLANNING AND PROVISION**

3.1 Help develop and maintain a curriculum in line with the National Curriculum and school policy to meet the needs of individual children within your class.

3.2 Work with other members of staff to ensure that the extremes of the ability range are catered for within the curriculum.

3.3 Monitor and evaluate the curriculum offered and review appropriate planning, assessment, record keeping and reporting procedures, as and when requested.

3.4 Under the direction and guidance of the Senior Leadership Team, actively contribute to and support the development of one or more specified curriculum aspect(s) and/or area(s) of pupil and/or staff development.

3.5 Ensure efficient use and maintenance of all material teaching resources within your classroom area and working environment and ensure available resources are used effectively to support the curriculum.

**4. TEACHING AND LEARNING**

4.1 Produce coherent lesson plans which ensure continuity and progression, take account of the individual needs of pupils and encourage the development of independent learners.

4.2 Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.

4.3 Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising levels of attainment.

4.4 Develop, maintain and use resources appropriate to chosen learning objectives.

4.5 Ensure the effective deployment of teaching assistant support in the classroom.

4.6 Analyse and evaluate children’s learning to inform future planning and teaching and learning activities.

4.7 Create and maintain an orderly, safe, stimulating and informative classroom environment.

4.8 Maintain good practice and implement changes in accordance with developments in educational theory and practice.

4.9 Set pupil targets, assess progress and maintain records in accordance with school policy.

**5. PASTORAL CARE**

5.1 Develop positive relationships with all children based on their achievements and promote their general progress and well-being and participation in all aspects of school life.

5.2 Maintain a positive approach to child management, supporting the school’s policies relating to attendance, punctuality and behaviour.

5.3 Alert line manager or senior management of any more complex problems experienced by pupils as appropriate, making recommendations as to how they may be resolved.

5.4 Ensure a class code of conduct is implemented following appropriate consultation with pupils and relevant staff.

5.5 Maintain a system of rewards and sanctions which is understood and appreciated by pupils and parents.

**6. PARENTAL INVOLVEMENT AND PARTNERSHIP WORKING**

6.1 Report appropriately to parents on the needs and progress of their children.

6.2 Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns.

6.3 Uphold the school’s well-established links with the local community and cluster of schools, the LA and other external agencies.

**7. PERFORMANCE MANAGEMENT AND PROFESSIONAL DEVELOPMENT**

7.1 Engage actively with the annual performance management review process, in accordance with the school’s policy.

7.2 Take a shared responsibility for your own continuing professional development by participating in a range of appropriate professional development opportunities.

7.3 Ensure colleagues receive information and feedback on professional development activities undertaken.

In addition to the above, undertake other duties within the general character of the post as requested by the school management and the local authority Teacher Leader.

|  |
| --- |
| **TEACHER PERSON SPECIFICATION** |

|  |  |  |
| --- | --- | --- |
| **Personal requirements** | **Category** | **Method of Assessment** |
| To be a qualified teacher | E | A |
|  |  |  |
| To have recent teaching experience or evidence of completion of initial teacher training | E | A |
| ● Relevant age range |  |  |
| ● School context |  |  |
| To show evidence of participation in professional development or study. |  |  |
| To have knowledge of relevant Key Stages and National Curriculum requirements |  |  |
|  |  |  |
| To understand the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies) | E | I |
|  |  |  |
| To understand the values and processes of planning as an aid to raising standards. | E | I |
|  |  |  |
| To understand the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection | E | I |
|  |  |  |
| To be able to demonstrate teaching to a high standard.  The ability to form and maintain appropriate relationships with children.  To work well within and contribute to team development.  To demonstrate good behaviour management skills.  To communicate effectively (both orally and in writing) to a variety of audiences.  To create a happy, challenging and effective learning environment.  To be enthusiastic and determined.  An ability to fulfil all spoken aspects of the role with confidence through the medium of English | E | I |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Experience of making an impact on progress upon children’s learning  High Quality and reflective practitioner  Ability to utilise a range of teaching styles and strategies to ensure high levels of learning and achievement  Ability to motivate and enthuse pupils and staff  High degree of motivation for working with children and young people  Fully supported references  Well-structured supporting letter indicating beliefs, understanding of important educational issues and teaching styles | E | A/I |
| Satisfactory Enhanced CRB Disclosure | E |  |
| ***Category Method*** |  |  |
| *E - Essential A – Application* |  |  |
| *D - Desirable I – Interview* |  |  |