**ST RAPHAEL’S CATHOLIC PRIMARY SCHOOL**

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**Headteacher: Mrs L. Lakner**

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**St Raphael’s Catholic Primary SChool - Class Teacher, Maternity cover fixed term contract, Main Pay scale**

**Person Specification/ You will:**

* Be committed to promoting the Roman Catholic faith (essential), be a practising Roman Catholic and have the CCRS qualification (desirable)
* Have excellent people skills and be able to relate well to staff, parents, governors and pupils
* Demonstrate excellent professional conduct, aware that your behaviour as an individual is judged both inside school and in the wider community
* Be able to work as part of a team
* Be dedicated and committed to improving the life chances of children, having high expectations and able to raise standards
* Have high standards of pupil’s behaviour
* Be committed to the Catholic life of the school including fundraising events and church-based celebrations which involve a personal time commitment.
* Have excellent classroom practice with an understanding of the planning and assessment processes
* Have the ability to teach without reliance on a published scheme of work; have imagination and the ability to inspire and motivate pupils
* Have a clear knowledge of the curriculum
* Have a vision for the type of education and skills required to prepare today’s pupils for tomorrow’s world
* Have the ability to inspire children and foster a love of learning
* Have a reflective nature and a willingness to learn

**Job Description**

**AREAS OF RESPONSIBILITY AND KEY TASKS:**

A. Planning, Teaching and Class management-

Teach allocated pupils by planning their learning to achieve progression of learning through:

1. Identifying clear teaching objectives and specifying how they will be taught
2. Setting tasks which challenge pupils and ensure high levels of interest
3. Setting appropriate and challenging expectations
4. Setting clear targets, building on prior attainment
5. Identifying SEN or very able pupils and know how to cater for their needs
6. Provide clear structures for lessons, maintaining pace, motivation and challenge
7. Make effective use of VAK
8. Ensure effective teaching and best use of available time
9. Monitor and intervene to ensure sound learning and discipline
10. Use a variety of teaching methods to: Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
11. Use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
12. Select appropriate learning resources
13. Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
14. Evaluate your own teaching critically to improve effectiveness

B. Monitoring, assessment, recording, reporting

1. Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
2. Mark and monitor pupil’s work and set targets for progress
3. Assess and record pupil’s progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
4. Prepare and present informative reports to parents
5. Have a clear understanding of the level the children are working at and use their progress to inform and amend planning in a fluid, flexible ongoing manner (AfL)
6. Be able to plan for the needs of a cohort, which may differ from previous cohorts, as a result of assessing the children’s skills, attitudes and qualities.

C. Other Professional Requirement

1. Have a working knowledge of teacher’s professional duties and legal liabilities
2. Operate at all times within the stated policies and practices of the school
3. Establish effective working relationships and set a good example through their presentation and personal and professional conduct
4. Endeavour to give every child to opportunity to reach their potential and meet high expectations
5. Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
6. Take responsibility for own professional development and duties in relation to school policies and procedures
7. Contribute to the catholicity of the school by attendance and support at school events such as First Holy communion Mass, Christmas Disco etc
8. Liaise effectively with parents and governors
9. Take on any additional responsibilities which might from time to time be determined by the Headteacher