



# **JOB DESCRIPTION**

## **Class Teacher**



**Name:**

**Date From:**

### **Main purpose**

The teacher will:

- Fulfil the professional responsibilities of a teacher in accordance with the School Teachers' Pay and Conditions Document as directed by the headteacher.
- Meet the expectations set out in the Teachers' Standards

### **Duties and responsibilities**

#### **Teaching**

- Plan and teach well-structured lessons to assigned classes in the primary age range including EYFS, following the school's plans, curriculum and schemes of work
- 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

#### **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil 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 and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

## **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching including participation in events at other Inspire Partnership schools
- Where appropriate, take part in the appraisal and professional development of others

## **Communication**

- Communicate effectively with pupils, parents, carers and other appropriate professionals

## **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within the school, wider trust and beyond
- Develop effective professional relationships with colleagues within the school and wider trust.

## **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 values, policies and practices of the school/trust and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

## **Management of staff and resources (if appropriate)**

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them

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

**Name:**

**Signature:**

**Date:**

**Line Manager:**

**Signature:**

**Date:**

# PERSON SPECIFICATION

## Class Teacher

Criteria	Essential Qualities
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Successful primary teaching experience</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Ability to build effective working relationships with pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the values, policies and practices of the Inspire Partnership Academy Trust</li> <li>• Set high expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> </ul>