

# CLASS TEACHER

## Job Description



### 1. INTRODUCTION

**NAME OF POSTHOLDER:** \_\_\_\_\_

**JOB TITLE:** Class Teacher

**JOB PURPOSE:** Under the reasonable direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current 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.

**Line Management:** Reporting to – Headteacher  
Responsible for - no line manager responsibility

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

**Salary Scale:** Classroom Teachers' Pay Scale

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

**DBS Disclosure Level:** Enhanced

## **2. SCHOOL ETHOS**

1. Work with the Headteacher and colleagues in creating, inspiring and embodying the Christian ethos and culture of this Church school, securing its school vision with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and children to achieve their highest potential.
2. Attend, take part in and lead acts of collective worship in accordance with school policy.
3. Provide Religious Education in accordance with the Bury Agreed Syllabus.
4. Actively support the school's corporate policies relating to equality and diversity, inclusion and health, safety and well being.
5. Promote the school and celebrate its success at every opportunity.

## **3. CURRICULUM PLANNING AND PROVISION**

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.
2. Work with other members of staff to ensure that the extremes of the ability range are catered for within the curriculum.
3. Monitor and evaluate the curriculum offered and review appropriate planning, assessment, record keeping and reporting procedures, as and when requested.
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.
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**

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.
2. Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.
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. Develop, maintain and use resources appropriate to chosen learning objectives.
5. Ensure the effective deployment of teaching assistant support in the classroom.
6. Analyse and evaluate children's learning to inform future planning and teaching and learning activities.
7. Create and maintain an orderly, safe, stimulating and informative classroom environment.
8. Maintain good practice and implement changes in accordance with developments in educational theory and practice.
9. Set pupil targets, assess progress and maintain records in accordance with school policy.

## **5. PASTORAL CARE**

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.
2. Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour.
3. Alert senior management of any more complex problems experienced by pupils as appropriate, making recommendations as to how they may be resolved.
4. Ensure a class code of conduct is implemented following appropriate consultation with pupils and relevant staff.
5. Maintain a system of rewards and sanctions which is understood and appreciated by pupils and parents.

## **6. PARENTAL INVOLVEMENT AND PARTNERSHIP WORKING**

1. Report appropriately to parents on the needs and progress of their children.
2. Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns.
3. Uphold the school's links with the local community and cluster of schools, the LA, Methodist Church and other external agencies.

## **7. PROFESSIONAL LEARNING REVIEW AND PROFESSIONAL DEVELOPMENT**

1. Engage actively with the annual Professional Learning Review process, in accordance with the Trust's policy.
2. Take a shared responsibility for your own continuing professional development by participating in a range of appropriate professional development opportunities.
3. Ensure colleagues receive information and feedback on professional development activities undertaken.

# CLASS TEACHER

## Person Specification



	<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
Qualifications	<ul style="list-style-type: none"> <li>▪ Relevant Degree</li> <li>▪ Qualified Teacher Status (QTS)</li> <li>▪ Commitment to continuous further professional development</li> <li>▪ Consistently graded 'good' or better in lesson observations at current school</li> <li>▪ Strong academic qualifications in the core subjects</li> </ul>	<ul style="list-style-type: none"> <li>▪ Evidence of commitment to further professional development over the last two years</li> <li>▪ Other relevant professional qualifications and certification</li> </ul>	A
Experience		<ul style="list-style-type: none"> <li>▪ Experience of teaching within Upper Key Stage 2.</li> <li>▪ Experience of teaching a range of abilities including SEN(D) pupils</li> <li>▪ Co-ordinating a curriculum subject (foundation or core)</li> <li>▪ Teaching within a church school</li> <li>▪</li> </ul>	A , L, I
Knowledge and Understanding	<ul style="list-style-type: none"> <li>▪ An understanding of Pupil educational development</li> <li>▪ Able to plan and deliver lesson / group sessions to meet the needs of all pupil</li> <li>▪ The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage</li> <li>▪ The monitoring, assessment, recording and reporting of pupils' progress;</li> <li>▪ The statutory requirements of legislation concerning, Equal Opportunities, Health &amp; Safety, SEN and child protection / safeguarding</li> <li>▪ The positive links necessary within school and with all its stakeholders; and effective teaching and learning styles</li> <li>▪ Knowledge of recent initiatives in education, including current issues</li> <li>▪ Full working knowledge of the new curriculum</li> </ul>	<ul style="list-style-type: none"> <li>▪ The preparation and administration of statutory National Curriculum assessment requirements</li> <li>▪ Subject co-ordination</li> </ul>	A, I, L, O
Faith	<ul style="list-style-type: none"> <li>▪ Awareness of distinctive nature of a church school and its role in the community</li> <li>▪ Commitment to the development of the Christian character of the school, its</li> </ul>	<ul style="list-style-type: none"> <li>▪ Practicing Christian</li> </ul>	A, I, L

	pupils and staff		
Key Skills	<ul style="list-style-type: none"> <li>▪ Promote the school's aims positively, and use effective strategies to monitor motivation and morale</li> <li>▪ Teaching demonstrates high expectations and standards including behaviour</li> <li>▪ Experience of using ICT as a tool for teaching and learning</li> <li>▪ Develop good personal relationships within a team</li> <li>▪ Establish and develop close relationships with parents, governors, church and the community</li> <li>▪ Communicate effectively (both orally and in writing) to a variety of audiences</li> <li>▪ Create a happy, challenging and effective learning environment; ensuring all learners access the curriculum and make progress</li> <li>▪ Ability to develop learning challenges through a creative challenging curriculum</li> <li>▪ Ability to demonstrate flair and imagination in lesson planning and delivery of learning challenges</li> </ul>	<ul style="list-style-type: none"> <li>▪ Develop strategies for creating community links including links with our church community</li> <li>▪ Able to co-ordinate a subject area, monitoring that subject as appropriate / feeding back to staff.</li> <li>▪ Ability to lead a subject throughout school</li> <li>▪ Experience of deploying support staff in the classroom</li> </ul>	I, L, O
Personal Qualities & Relationships	<ul style="list-style-type: none"> <li>▪ Ability to relate well to children both in and out of the classroom</li> <li>▪ Reliable, punctual and well organised</li> <li>▪ Warm and approachable with a sense of humour</li> <li>▪ Ability to work as part of a team and form sound relationships with all staff &amp; stakeholders</li> <li>▪ Self- motivated, confident and enthusiastic with a positive attitude</li> <li>▪ Ability to establish links with parents to support their child's learning</li> <li>▪ A high degree of energy</li> <li>▪ Willingness to contribute to the life and work of the school, including extra-curricular activities</li> </ul>	<ul style="list-style-type: none"> <li>▪ Enthusiastic approach to sharing practice across the school</li> </ul>	L, I

\* A = Application      I = Interview      E = Evidence      L = Letter      O = Observation

- Candidates should ensure that they address all of the above criteria in their application form, referring, where appropriate to actual experience. In addition the interview will explore issues relating to safeguarding and promoting the welfare of children including:
  - Motivation to work with children
  - Ability to form and maintain appropriate relationships and personal boundaries with children
  - Behaviour management strategies which respect children's needs

- **Epworth Education Trust is committed to SAFEGUARDING and promoting the welfare of children and young people and expects all staff to share this commitment**