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**JOB DESCRIPTION FOR KEY STAGE TWO CLASS TEACHERS**

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| **JOB DESCRIPTION/**  **CANDIDATE SPECIFICATION** | Class Teacher |
| **DEPARTMENT** | Key Stage 2 |
| **GRADE** | M1to M6 |
| **CONTRACT TYPE** | Permanent – Full Time |
| **RESPONSIBLE TO** | Phase Leader/Head teacher |
| **RESPONSIBLE FOR** | Teaching Assistant |

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| **JOB PURPOSE:** |

To carry out professional duties outlined below and to have responsibility for an assigned class.

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| **PRINCIPAL DUTIES:** |

* Maximise attainment and progress of all of the pupils in your care.
* Follow child protection and health and safety procedures to ensure that pupils’ safety and wellbeing is never compromised.
* Assist in the development of the school and other teachers within it.

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| **JOB CONTENT:** |

**Teaching and Learning**

* To employ a range of teaching and learning strategies; showing an awareness of different learning styles.
* Provide pupils with creative, exciting and motivating learning experiences.
* Plan work in accordance with the school’s curriculum and National Curriculum Programmes of Study.
* Identify clear and challenging learning objectives for each lesson.
* Set differentiated tasks which ensure high levels of interest and challenge for all pupils.
* Work in collaboration with partner teacher(s) and teaching assistants to plan for continuity, progress and equality of provision for children across a year group.
* Monitor attainment and progress to ensure all groups and individuals are achieving.
* Keep appropriate and efficient records, integrating assessment for learning into planning.
* Have high expectations for the quality and presentation of pupils’ learning.
* Ensure that marking is consistent, up to date and in line with school policy.
* Report to parents on the development, progress and attainment of pupils.
* Actively participate in the performance management process for the appraisal of own performance.
* Set high expectations for pupils’ behaviour by establishing a purposeful working atmosphere in accordance with the school’s Behaviour Policy.
* Develop and maintain a tidy, organised, and stimulating learning environment within the classroom with well-prepared interactive displays and contribute to communal displays around the school.

**Professional Conduct**

* Treat all members of the community, colleagues and pupils with respect and consideration.
* Be able to work within a team, sharing responsibility for teaching and learning of individuals and groups
* Treat all pupils fairly, consistently and without prejudice building relationships that are rooted in mutual respect at all times.
* Set a good example to pupils in terms of appropriate dress, standards of punctuality and attendance.
* Promote the aims, values, and ethos of the school and consistently uphold our mission statement of “Life, Learning and Laughter”.
* Take responsibility for own professional development and participate in staff training.
* Reflect on own practice as well as the practices of the school with the aim of improving all that we do.
* Read and adhere to the policies of the school as expressed in the induction handbook, policy files and on the school website.
* Participate in the management and leadership of the school by attending Phase meetings and Governing Body meetings when required. This would include leading a curriculum area following the completion of an NQT year.
* To develop links and communicate effectively with parents, governors, neighbouring schools and outside agencies linked to the school.
* Maintain confidentiality.
* Ensure all deadlines are met.
* Assign appropriate duties to other adults in your class and on educational visits.
* Undertake professional duties that may be reasonably assigned to you by the headteacher.

**Child Protection**

* To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted.

**Other**

* Adhere to health and safety requirements and initiatives as appropriate.
* At all times operating within the school’s Equal Opportunities framework.
* Commitment and contribution to improving standards for pupils within the

school as appropriate.

* Being aware of responsibilities under the Data Protection Act for the security, accuracy and relevance of information held and maintained.

This job description is subject to periodic review.

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| **CLASS TEACHER PERSON SPECIFICATION** |

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| **ATTRIBUTES** | **ESSENTIAL** | **DESIRABLE** |
| **Qualifications** | * Qualified Teacher status. | * Evidence of recent professional development. |
| **Experience** | * Have a proven track record of recent and successful teaching in KS2. (Successful teaching practice placements for NQT’s). * Have a thorough knowledge of Programmes of Study or the Key Stage 2 Curriculum. * Have knowledge and experience of using a range of strategies to maximise the progress and achievement for all children, including children with special educational needs or disabilities, pupils with English as an additional language and high achievers. * Be able to effectively use data, assessment and target setting to raise standards. * Have an understanding of equal opportunities issues in schools and a clear appreciation of the needs of pupils from a variety of social, cultural and religious backgrounds. * Have an ability to sensitively and effectively relate to parents, the local community and outside agencies. * Evidence of reviewing and adapting your own teaching to maximise pupils’ achievements. * Have the ability and experience of planning an engaging and challenging curriculum. | * Have an understanding of current theory and best practice relevant for the age group being taught. |
| **Professional Attributes** | * Excellent written and verbal communication skills. * Ability to use ICT to support planning, teaching, learning and assessment. * Ability to work as part of, and contribute to, the whole school team. * Ability to create a rich and safe learning environment for all pupils through implementing effective classroom management and organisation. * Ability to analyse, prioritise and meet deadlines. * Be able to work closely with year group colleagues to plan, teach and assess effectively. |  |
| **Personal Qualities** | * Be a positive role model and respected representative of the school at all times. * Inspire trust in and confidence from colleagues, children and families. * Have a desire to develop professional skills and knowledge through induction and continuing professional development. |  |

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| **ADDITIONAL INFORMATION** |

This candidate specification is subject to periodic review.

Any offer of employment with the school is subject to two satisfactory references, medical clearance, an enhanced disclosure from the Disclosure and Barring Services (DBS), evidence of eligibility to work in the UK and evidence of qualifications where necessary. All of the above checks must have been completed **before** the start of employment.