The Blue Coat School

JOB DESCRIPTION AND PERSON SPECIFICATION

Class Teacher	
Salary Range:	Main/Upper scales
Accountable to:	Head of Department
Responsible for:	-

Job Purpose:

Class Teachers at The Blue Coat School must:

- make the education of their students their first concern, and are accountable for achieving the highest possible standards in work and conduct;
- act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils;
- add capacity to the school in delivering high quality teaching that:
    - inspires, motivates and engages students;
    - develops students' ability to learn;
    - enables students to reach their full potential.

All Class Teachers at The Blue Coat School undertake a front line Form Tutor pastoral role with responsibility to build positive relationships and model behaviour that promotes respect, responsibility and resilience.

Duties are to be discharged in such a manner as to maintain and develop the ethos of The Blue Coat School and actively support school improvement.

Principal Duties and Responsibilities:

To undertake the duties of a School Teacher as set out in the current School Teachers' Pay & Conditions Document.

This is not a comprehensive list of all the tasks which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

Set high expectations which inspire, motivate and challenge pupils

- establish a safe and stimulating environment for pupils, rooted in mutual respect
- set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.

Promote good progress and outcomes by pupils

- be accountable for pupils' attainment, progress and outcomes
- be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these
- guide pupils to reflect on the progress they have made and their emerging needs
- demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching

- encourage pupils to take a responsible and conscientious attitude to their own work and study.

Demonstrate good subject and curriculum knowledge

- have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings
- demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship
- demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject
- if teaching early reading, demonstrate a clear understanding of systematic synthetic phonics
- if teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies.

Plan and teach well-structured lessons

- impart knowledge and develop understanding through effective use of lesson time
- promote a love of learning and children's intellectual curiosity
- set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired
- reflect systematically on the effectiveness of lessons and approaches to teaching
- contribute to the design and provision of an engaging curriculum within the relevant subject area(s).

Adapt teaching to respond to the strengths and needs of all pupils

- know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
- have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these
- demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development
- have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

Make accurate and productive use of assessment

- know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- make use of formative and summative assessment to secure pupils' progress
- use relevant data to monitor progress, set targets, and plan subsequent lessons
- give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.

Manage behaviour effectively to ensure a good and safe learning environment

- have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy
- have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them

- maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

Fulfil wider professional responsibilities

- make a positive contribution to the wider life and ethos of the school
- develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- deploy support staff effectively
- take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- communicate effectively with parents with regard to pupils' achievements and well-being.

Personal and professional conduct

All teachers at The Blue Coat School are expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct:

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions
- showing tolerance of and respect for the rights of others
- not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law.

Have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.

Have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

Person Specification for use in recruitment:

As a professional, a classroom teacher will:

- have a relevant degree;
- have achieved qualified teacher status;
- have an ability to teach across relevant key stages;
- demonstrate a genuine interest and commitment to relevant subject area (s);
- have a clear view of what constitutes classroom leadership at The Blue Coat School and demonstrate practice that is consistent with its objectives and ethos;
- demonstrate a commitment to their own professional development;
- be a role model for staff and students;
- have relevant experience, success and interest in:
    - raising student achievement and implementing strategies and systems to support student progress
    - leading, managing and motivating
    - where appropriate, working with external agencies

- efficient development and deployment of resources
- providing challenge, support and accountability to ensure high standards

Personal Attributes:

- Highly motivated and clear thinking
- Resilient
- Committed to equality of opportunity
- Able to manage time effectively, work under pressure and meet deadlines
- Hard working, flexible and willing to learn
- A strong 'presence' around the school
- An excellent communicator
- Inspirational and supportive
- Able to provide challenge
- Confident and effective when working with students, staff and other stakeholders
- Able to work within a team
- Able to demonstrate a commitment to school policies
- Excellent in terms of attendance and punctuality
- In possession of a sense of humour and equable temperament

Disclosure:

The governing body is committed to safeguarding and promoting the welfare of students. According to the statutory regulations of safeguarding, the post holder is subject to enhanced disclosure from the Disclosure and Barring Service (DBS) and any other required checks.

Other:

- This appointment is with the governors of the school under the terms of a contract signed with the governors as employers. It is subject to the current conditions of service applicable for this post and other current education and employment legislation.
- All employees of The Blue Coat School have a responsibility to comply with school policies and procedures, including those relating to the safeguarding of students, child protection, health, safety, confidentiality, internet acceptable use (including social networking) and data protection.
- All employees are expected to be flexible in undertaking their duties and meeting their responsibilities. Staff are expected to comply with any reasonable request to undertake work of a similar level that is not specified in this job description.
- The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access for disabled members of staff or continued employment for any member of staff who develops a disabling condition.
- This job description is current at the date shown but, in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade.