

### **Job Description**

#### **Class Teacher**

**Responsible to:** Headteacher, Deputy Headteacher and SLT

**Responsible for:** Identified support staff

**Purpose of the post:** To carry out the duties of a teacher as set out in the School Teachers' Pay and Conditions Document (STPCD)

#### **Main duties and responsibilities for Class Teacher**

- The post holder will be required to carry out the duties of a teacher as set out in the STPCD.
- Plan, prepare and teach the National Curriculum in line with statutory requirements and school's schemes of work, ensuring teaching of the highest standard.
- Create a stimulating, organised, interactive and informative learning environment that encourages each child to achieve his/her potential The post holder will be required to carry out the duties of a teacher as set out in the STPCD
- Work cooperatively as part of a year team, including planning work for support staff.
- Ensure the individual needs of the pupils are met through differentiated work, allowing for the highest standards to be achieved by all.
- Work in partnership with parents and other members of staff to promote the well-being and educational progress of each pupil.
- Maintain good order and discipline within the class, in line with the school's behaviour policy.
- Actively take part in professional development, and sharing expertise and experiences as required.
- To follow school policies under the direction of the Head teacher and SLT.
- Work alongside other members of staff to review and innovate the curriculum.
- To monitor and assess pupils' work using assessments to inform planning and ensure targets are met.
- To share good practise and follow the guidance and support of SLT.
- To ensure the highest possible standards of achievement and quality of teaching and learning.
- Maintain an up-to-date knowledge of local and national initiatives and attend necessary training.

#### **Other**

1. Other duties that the headteacher may from time to time ask the post-holder to perform.
2. The above responsibilities are subject to the general duties and responsibilities contained in the Teachers Pay and Conditions document (TPCD).
3. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.
4. The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.

5. This job description may be varied to meet the changing demands of the Academy at the reasonable discretion of the Headteacher.
6. This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing.
7. Post holder may deal with sensitive material and should maintain confidentiality in all Academy related matters.

### **Safeguarding**

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Services Certificate will be required for all posts. This post will be subject to enhanced checks as part of our Prevent Duty

**Person Specification**

**Class Teacher**

<b>SPECIFICATION</b>	<b>ESSENTIAL</b>
QUALIFICATIONS	Qualified teacher status
EXPERIENCE	Experience of successfully working in primary classrooms. Experience of positive behaviour management.
SKILLS AND ABILITIES	Organisational skills. Good written and spoken communication skills. Ability to work as part of a team. Sound knowledge of English grammar and a good level of mathematics.
ABILITY TO LEAD BY EXAMPLE	A skilful practitioner. Good interpersonal skills.
TRAINING AND PROFESSIONAL DEVELOPMENT	Evidence of having a range of CPD opportunities which affected practice. Evidence of reflecting on practice.
PERSONAL CHARACTERISTICS	Committed. Hard working. Enthusiastic. Flexible. Professional.
CONTRA-INDICATIONS	Criminal convictions involving offences against children. The Academies Enterprise Trust is committed to safeguarding and protecting the welfare of children and expects all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts.

