**Woodridge Primary School**

**Class Teacher Job Description**

**Job title: Class Teacher (Part-Time)**

**Level/salary band**: up to M6 dependant on experience

**Hours**: Three days per week (Wednesdays, Thursdays and Fridays)

**Contract:**Permanent

**Job Summary**

* To undertake your duties, as required by the Teachers’ Standards.
* To be committed to the ethos and success of the school.
* To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
* To have regard for continuing professional development (CPD) and contribute to the school’s process of self-evaluation and development.
* To be familiar with the school’s systems, structures, policies and procedures.
* To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
* To adapt teaching styles to suit all learners and provide a supportive learning environment.
* To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
* To work as part of a team to evaluate and develop pupils’ learning needs.
* To enforce the school’s Behaviour Policy through excellent classroom management.
* To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
* To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
* To self-evaluate your teaching in order to improve effectiveness.
* To be committed to the monitoring system for pupil progress.
* To systematically assess and record pupils’ academic and social progress, and use the results to inform lesson planning decisions.
* To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.
* To report on each individual pupil’s progress to the headteacher and parents as required.
* To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents’ evenings, which may require some out-of-hours availability.

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

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**Class Teacher Person Specification**

| **Qualifications and experience** | * Qualified teacher status
* Degree level qualification
* Willingness to undertake CPD
* Previous experience working in a primary school at KS1
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| **Knowledge and skills** | * Sound understanding of the primary curriculum
* Excellent behaviour management skills
* Excellent inter-personal skills
* Ability to work as part of a team
* Excellent planning and organisational skills
* Effective oral and written communication skills
* Knowledge of key performance indicators and the ability to use them to monitor progress
* Awareness of the needs of children who speak English as an additional language or have SEND
* An understanding of how a pupil’s learning is affected by their intellectual, emotional and social development, and the stages of child development
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| **Personal qualities** | * Committed to teaching
* Supportive of colleagues
* Good attendance and punctuality
* Good sense of humour
* Pro-active in the working environment
* Enthusiastic and positive attitude
* Ability to accommodate changes in work priorities
* Ability to anticipate workload and plan ahead
* Ability to develop effective relationships with parents
* Ability to encourage and enable others to reach their full potential
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Woodridge Primary School is committed to safeguarding and promoting the welfare ofchildren and young people and subject teachers must ensure that the highest priority isgiven to this. The successful candidate will be required to undergo an EnhancedDisclosure from the Disclosure and Barring Service (DBS).

The job description is not exhaustive and it is expected that the role holder, will work closely with the Headteacher to develop this job description, to ensure it reflects the needs and demands of the post.