

BARLEY LANE PRIMARY SCHOOL

JOB DESCRIPTION AND PERSON SPECIFICATION

CLASS TEACHER

Job Title: Class Teacher

Scale: MPS1 to UPS3 Dependent on experience, skills and Abilities.

Responsible to: The Headteacher and the Governing Body of the school

General Duties

The current School Teachers' Pay and Conditions document describes the duties, which are required to be undertaken by a Class Teacher in the course of their employment. In addition certain particular duties are reasonably required to be exercised, and completed in an exemplary manner. It is the contractual duty of the Teacher to ensure that their professional duties are discharged effectively. The Teacher will also have due regard to the National Curriculum, the school's mission statement, objectives and schemes of work and any policies of the Governing Body. To share in the corporate responsibility for the well-being and discipline of all pupils.

Purpose of the Job

- 1 Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
- 2 To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The Teacher will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England
- 3 Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs
- 4 Maintain the positive ethos and core values of the school, both inside and outside the classroom
- 5 Promote the school's mission statement and the general ethos of the school
- 6 Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors.

Class Teacher Duties

- 1 Implement agreed school policies and guidelines
- 2 Support initiatives decided by the Headteacher and staff

- 3 Plan appropriately to meet the needs of all pupils, through differentiation of tasks
- 4 Be able to set clear targets, based on prior attainment, for pupils' learning
- 5 Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
- 6 Keep appropriate and efficient records, integrating formative and summative assessment into planning
- 7 Work with school leaders to track the progress of individual children and intervene where pupils are not making progress
- 8 Report to parents on the development, progress and attainment of pupils
- 9 Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy
- 10 To have exemplary classroom management
- 11 Participate in meetings which relate to the school's management, curriculum, administration or organisation
- 12 Communicate and co-operate with specialists from outside agencies
- 13 Make effective use of ICT to enhance learning and teaching
- 14 Lead, organise and direct support staff within the classroom when appropriate
- 15 Participate in the performance management system for the appraisal of their own performance, or that of other teachers
- 16 To develop effective working relationships with all members of the school community with sensitive regard for issues connected with race, gender, disability, ethnic, cultural origin or social circumstances.

The above duties are neither exclusive nor exhaustive and a Class Teacher may be required by the Headteacher to carry out other appropriate duties within the grading level of the post and the competence of the Teacher.

To be aware of and support difference and ensure equal opportunities for all.

To be responsible for promoting and safeguarding the welfare of children you are responsible for or come into contact with.

To have an impact on and support the wider school community by attending out of school hours functions and events such as school concerts and Friends of Barley Lane Parent Association events which include the summer fete, firework evening etc.

BARLEY LANE PRIMARY SCHOOL

PERSON SPECIFICATION

CLASS TEACHER

	Essential	Desirable
Qualifications		
Qualified teacher status either in the UK or if not in own country combined with a desire to achieve English QTS	✓	
Experience		
Experienced teacher (minimum of 3 years) or NQT		✓
Taught in Key Stage 1 or Key Stage 2	✓	
Must be able to demonstrate experience of effecting change in teaching, learning or curriculum at whole school level	✓	
Must be able to demonstrate a proven track record of raising attainment	✓	
Professional Knowledge, Understanding, Skills and Competencies		
Must have a good knowledge of the school curriculum and assessment practices	✓	
Excellent classroom practices, including effective behavior management and teaching strategies	✓	
Good interpersonal skills and the ability to get on well with children, colleagues and parents	✓	
An open mind to educational initiatives		✓
Good ICT skills and knowledge, and the ability to use them to support effective learning		✓
Personal Qualities		
Must be willing and enjoy engaging parents in order to encourage their close involvement in the education of their children	✓	
A teacher with a flexible approach to work who enjoys being a good team member	✓	
Must have good communication skills both orally and in writing	✓	
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit	✓	
To practice equal opportunities in all aspects of the role and around the work place in line with policy	✓	
To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post	✓	