Earlsfield Primary School
Tranmere Road London SW18 3QQ
The London Borough of Wandsworth

Earlsfield Primary School
Job Description
Class Teacher – Teachers Pay Scale

The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

This job description may be amended at any time following discussion between the head teacher and member of staff, and will be reviewed annually.

Areas of Responsibility and Key Tasks

a) Planning, Teaching and Class Management

- Ensure that planning and teaching enables all children to achieve and make clear progression
- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting tasks which challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Identifying SEN or very able pupils;
- Provide clear structures for lessons maintaining pace, motivation and challenge;
- Make effective use of assessment and ensure coverage of programmes of study;
- Ensure effective teaching and best use of available time;
- Monitor and intervene to ensure sound learning and discipline
- Use a variety of teaching methods to:

i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
iii. select appropriate learning resources and develop study skills through library, I.C.T. and other sources;

- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- Evaluate their own teaching critically to improve effectiveness;

Additional Standards for Nursery and Early Years

- Take account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
- Encourage pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
- Use a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning;
- Manage parents and other adults in the classroom.

b) Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- Mark and monitor pupils' work and set targets for progress;
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- Prepare and present informative reports to parents.

c) Other Professional Requirements

- Have a working knowledge of teachers' professional duties, legal liabilities and professional standards
- Be reflective, adapatable and proactive
- Be willing to share and model very good or outstanding practice
- Operate at all times within the stated policies and practices of the school;
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- Endeavour to give every child the opportunity to reach their potential and meet high expectations;
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- Take responsibility for their own professional development and duties in relation to school policies and practices;
- Liaise effectively with parents and governors.
- Take on any additional responsibilities which might from time to time be determined.
- Show a commitment towards school policies in Equal Opportunities and Child Protection, have a full understanding of these policies and embrace all aspects of school policy in relation to these areas.

Earlsfield Primary School
Person Specification
Class Teacher

	Essential	Desirable
Qualifications		
Educated to degree level	✓	
Qualified teacher status.	✓	
Experience		
Teaching experience relevant to the post advertised	✓	
Teaching experience across the age ranges		✓
Have a working knowledge of teachers' professional standards, duties and legal responsibilities;	✓	
Professional Knowledge and Understanding		
Demonstrate a good understanding of the National Strategies	✓	
Have knowledge of effective teaching strategies to include, and meet the needs of, all pupils within English teaching, in particular underachieving groups of pupils, pupils with EAL and SEN	✓	
Understand the contribution of EMA work in a primary school and what constitutes good practice and support for bilingual learners	✓	
Understand the principle of Racial Equality and Equality of Opportunity and how these may inform whole school policy	✓	
Understand and show a commitment towards child protection	✓	
Professional Skills and Abilities		
Be able to plan lessons effectively for all the pupils in a class, setting clear learning intentions and differentiated tasks	✓	
Be able to analyse data effectively to assess class performance and progress	✓	
A willingness to participate in sharing practice across the school through modelling and video.	✓	
Promote the school's aims positively	✓	
Have good ICT knowledge and skills relating to class teaching responsibilities of the post – be able to demonstrate the effective use of ICT to enhance the learning and teaching of all subjects	✓	
Communicate effectively (both orally and in writing) to a variety of audiences;	✓	
Relish challenge and perform efficiently in all aspects of classroom practice	✓	
Establish and develop close relationships with parents, governors and the community;	✓	
Have a flexible approach to work and be a proactive team member who shows respect for their colleagues	✓	
Have good communication skills both orally and in writing	✓	
Be able to manage own work load effectively and respond swiftly to dead lines	✓	
Have good interpersonal skills, with the ability to enthuse and motivate the children in your care	✓	
Demonstrate a willingness to run INSET (dependent upon experience)		✓
Show an openness and willingness to address and discuss relevant issues, build upon feedback and demonstrate the drive to be an outstanding practitioner.	✓	