

Genesis Education Trust

Job Description

Level: Main Pay Scale

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions/Federation Pay Policy and within the range of teachers' duties set out in those documents. This includes any duties as may be reasonably directed by the Head Teacher and the accountabilities expected of a class teacher.

To have responsibility for an assigned class/stream (as applicable) and the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.

To develop schemes of work and lesson plans in line with curriculum objectives to provide a broad and balanced coverage of all Core and Foundation subjects. To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.

To facilitate learning by establishing a relationship with pupils and by the organisation of learning resources and the classroom learning environment to facilitate and encourage learning which enables students to achieve high standards.

To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning and develop and plan opportunities to develop the social, emotional and cultural aspects of pupils to enable the optimum development of children, according to age, ability and aptitude.

To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.

To ensure effective use of support staff within the classroom, including parent helpers.

To assess and maintain a record of progress and prepare pupils for examinations; link pupils' knowledge to earlier learning and develop ways to encourage it further, and challenge and inspire pupils to help them deepen their knowledge and understanding.

To work together, as part of a team, actively involved in decision-making, to develop areas of provision that impact positively on learning and teaching throughout the school, maintaining at all times a professional relationship with pupils, staff, parents and governors.

To promote equality as an integral part of the role and to treat everyone with fairness and dignity.

To ensure that all deadlines in terms of teaching responsibilities are met and that all planning is completed and in school each Monday morning.

To be responsible for statutory reporting to parents. To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.

To liaise with outside agencies when appropriate, eg Educational Psychologist.

To prepare appropriate records for the transfer of pupils.

To actively undertake personal professional development through keeping abreast of the latest developments and thinking, coaching and mentoring, and self-evaluation and peer review - maintaining a portfolio of training undertaken. To participate in staff meetings/Insets as required.

To support and actively contribute towards the school's vision and the School Self Evaluation process. To ensure that school policies are reflected in daily practice.

Class Teacher

To promote the aims and objectives of the school, support and uphold the schools' Christian Ethos and Values and maintain its philosophy of education.

To share and support the corporate responsibility for well-being, education and discipline of all children, promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.

To uphold and comply with the statutory provisions of the Health and Safety Work Regulations 1999 and any other relevant GET, Diocesan and School policies relating to Health and Safety.

To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures / rules that apply to this role.

To report to Phase Leader/ Deputy Head Teacher/Head of School/Head Teacher/ Executive Head Teacher.

In line with Primary schools in England and Wales the school is divided into:

Foundation Stage (ages 3-5, Pre-School and Reception);

Key Stage 1 (ages 5-7, Years 1 and 2);

Key Stage 2 (ages 7-11, Years 3-6).

An annual review of this job description and allocation of particular responsibilities will take place as part of the Performance Management Review.

Person Specification

Person Specification Classroom Teacher.	Essential/ Desirable	Application	Interview	Lesson Observation
EXPERIENCE				
Evidence of successful teaching experience in an urban multi-cultural school.	E	*	*	*
Experience of working with SEN/GT children in a classroom setting	E	*	*	*
Ability to link planning, assessment & record keeping and teaching, to raise standards.	E	*	*	
Experience of the National Curriculum, Key Stages 1 and 2 framework and/or Statutory Framework for the Early Years Foundation Stage	E	*	*	*
Evidence of understanding the key features of teaching and learning	E	*	*	*
Proven record of high quality classroom practice leading to improved standards of learning	E	*	*	*
Experience in and commitment to raising standards of attainment together with a knowledge of appropriate strategies.	E	*	*	*
A proven ability to agree, monitor and evaluate pupil progress targets to make a measurable contribution to whole school targets	E	*	*	*
A proven ability to evaluate the quality of achievement, agree, monitor and evaluate pupil progress targets to make a measurable contribution to whole school targets	E	*	*	*
Other job specific requirements				
Evidence of up to date knowledge of current initiatives in Primary practice.	E	*	*	*
Commitment to working as part of the whole school teaching team	E	*	*	
Evidence of commitment towards own professional development.	D	*		
Disqualifying factors				
An indication of sexist, racist or anti-disability attitudes or any other attitudes inconsistent with the Council's Equal Opportunities Policy.				
Education and Training				
Qualified Teacher Status	E	*		
Qualification for Primary Sector	E	*		

E = Essential

D = Desirable

Int = Interview

Obs = Observation

Appl = Application Form