Job Description – Class Teacher

DESCRIPTION: Wexham Court Primary School

POST TITLE: Class Teacher

1. MAIN PURPOSE OF JOB

1.1 Teaching and assessing the progress made by the pupils; taking responsibility for the education, welfare and social development of the pupils. Contributing to the wider school life, and CPD

2. MAIN ACCOUNTABILITIES

2.1 Strive for excellence, build belonging and to always do the right thing
2.2 Planning safe and effective lessons in each area of the curriculum including appropriate risk assessments as necessary; and effectively deploying teaching assessments.
2.3 Assessing and tracking pupil progress.
2.4 Planning personalised and enjoyable learning programmes to meet the needs of every pupil in the class.
2.5 Ensuring that all pupils are included in all learning experiences.
2.6 Developing a sound knowledge of all areas of the primary curriculum.
Engage in professional development including personal reading of blogs, books and articles etc. To share knowledge and accept challenge and advice.
2.7 Liaising with parents, colleagues & other agencies as required including parents evening & report writing.
2.8 Contributing to and implementing all school policies.
2.9 Achieving Performance Appraisal Objectives.
2.10 Taking responsibility for an aspect of school development and improvement.
2.11 Managing pupil behaviour and promoting moral, social, cultural and spiritual understanding.
2.12 Running clubs or enrichment sessions.
2.13 Fostering a positive and supportive climate within the school by actively building positive relationships
2.14 Being a good role model.

The duties outlined above are not intended as a restrictive list and may be extended or altered to include other tasks that are directed by the Head Teacher, commensurate with the grade of the post.

PERSON SPECIFICATION – CLASS TEACHER				
Competency		**Attributes – Customer Focus, Development, Relationships, Personal Effectiveness, Expertise, Communication Skills (if appropriate), Managerial (if appropriate), Health & Safety, Equalities Finance**	**Essential/ Desirable**	**Method: Application (A) Interview (I) Test (T)**
Experience	1.1	Experience and expertise in relation to the Primary School Curriculum	Essential	A
	1.2	Experience of working with primary age ranges	Essential	A
	1.3	Experience of working with pupils with special educational needs	Desirable	A I
	1.4	Experience of working with different educational resources including IT equipment	Desirable	I
	1.5	Experience of current tracking and assessment procedures	Desirable	A I
Knowledge	2.1	Thorough, up to date knowledge of all areas of the Primary Curriculum	Essential	A I
	2.2	Knowledge of and familiarity with formative and summative assessment and record-keeping	Essential	A
	2.3	Understanding of how children learn and retain knowledge, personalised learning and effective group work	Desirable	A I
	2.4	A good understanding of legislation in relation to primary education	Desirable	I
Skills/ Abilities	3.1	Proven teaching skill in accordance to school expectations	Essential	I
	3.2	Ability to work independently and within a team environment	Essential	A I
	3.3	Good inter-personal skills with all stakeholders.	Essential	I
	3.4	Self-evaluation skills.	Essential	A I
	3.5	The ability and desire to work as a team and build strong positive relationships with all partners.	Essential	A I
Qualifications	4.1	Degree in Education	Essential	A I
	4.2	Willingness to engage in further study	Essential	A I
		The school is committed to safeguarding and promoting the welfare of children and young people and expects that all staff and volunteers share this commitment. Safeguarding training and qualifications are compulsory for all teaching staff		