



**Class Teacher Job Description**  
**Permanent, Full Time**  
**Key Stage 2**

**Teaching and Learning**

To contribute to high quality teaching and learning by:

- Ensuring that all children within your class receive their entitlement to the National Curriculum;
- Being fully conversant with and using the National Curriculum along with all school-based schemes of work, policies and documentation;
- Planning generally over a year and specifically over a half term, including in that planning the deployment of a Teaching Assistant;
- Using a range of teaching and learning strategies to engage and challenge children;
- Appropriately matching teaching and learning to meet the needs of all children;
- Making effective use of ICT and other resources to support teaching and learning;
- Setting homework for children in your given class according to the school policy;
- Promoting the school's ethos and aims and encouraging a positive attitude to learning;
- Caring for the pastoral needs of pupils within the allocated class and throughout the school;
- Promoting equality of opportunity within the school and to ensure the implementation of the school's Equal Opportunities Policy.

**Classroom Management**

To establish a safe and secure environment which supports learning by:

- Setting high expectations for children's behaviour and following the schools behaviour policy;
- Building positive and productive relationships with children and staff;
- Ensuring that the classroom environment is bright, stimulating and orderly;
- Organising resources to encourage children to become independent learners.

**Assessment**

To monitor and track the attainment and progress of all children by:

- Ensuring work is marked regularly and according to the school's marking policy;
- Using a range of 'Assessment for Learning' strategies to inform teaching and learning;
- Conducting assessments in the core subjects and using the outcomes of these to plan future provision for individuals and groups of children;
- Contributing to the school's system of assessment without levels;
- Using assessment information to inform intervention programs;
- Providing informative feedback to parents/carers;
- Producing an annual report for parents/carers to inform them about their child's attainment and progress.

## **Professional Development**

To develop professional practice by:

- Regularly reviewing and evaluating personal practice;
- Attending and contributing to staff meetings and discussions in order to ensure coherent planning and curriculum delivery;
- Actively participating in the school's Performance Management and school improvement planning processes;
- Leading and managing at least one subject area across the whole school;
- Maintaining a professional and positive approach to whole school and personal development.

## **Safeguarding**

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

**Hill Farm Primary School is committed to safeguarding, promoting the welfare of children and creating a culture of vigilance and expects all staff and volunteers to share this commitment and vigilance. The successful candidate will be required to undergo an enhanced DBS check.**

**Job Description: May 2019**



## **Class Teacher Job Description** **Permanent, Full time (KS2)**

### **Qualifications and Experience**

<b>Essential</b>
<ul style="list-style-type: none"> <li>• Qualified Teacher Status.</li> <li>• Recent successful teaching experience in a primary school (in Key Stage 2)</li> <li>• Shows evidence of involvement or interest in a range of in-service activities related to the National Curriculum and primary teaching.</li> <li>• Experience of working with children with a wide range of abilities and aptitudes.</li> </ul>

### **Knowledge**

<b>Essential</b>
<p>Understanding and demonstration of:</p> <ul style="list-style-type: none"> <li>• Up to date knowledge of all curriculum areas.</li> <li>• Assessment, planning and evaluation.</li> <li>• Effective teaching and learning strategies.</li> <li>• Curricular issues, e.g. cross-curricular themes and dimensions, assessment of the curriculum, recording and reporting.</li> <li>• Inclusion policies.</li> <li>• Good classroom management.</li> <li>• The need to provide for the specific needs of all children.</li> <li>• ICT initiatives.</li> </ul>

### **Abilities**

<b>Essential</b>
<p>The ability to:</p> <ul style="list-style-type: none"> <li>• Work across the primary age range.</li> <li>• Work effectively under own initiative and as part of a team.</li> <li>• Deal fairly and sensitively with children.</li> <li>• Communicate effectively orally and in written form.</li> <li>• Support children in recognising and celebrating their achievements.</li> <li>• Form positive relationships with parents, carers and children.</li> <li>• Benefit from opportunities for professional development.</li> <li>• Participate fully in the life of the school.</li> <li>• Work collaboratively and flexibly with colleagues on all aspects of planning.</li> </ul>

Essential
<ul style="list-style-type: none"><li>• Plan work appropriately for children, taking on board the need for differentiation, progression and relevance.</li><li>• Motivate and inspire parents, carers, staff and children.</li><li>• Positively promote the school aims and to use strategies to maintain motivation and morale.</li><li>• Show enthusiasm for new initiatives.</li><li>• Handle difficult situations sensitively.</li><li>• Promote the caring attitudes and values of our school and have a commitment to supporting the implementation of our Behaviour Policy, ensuring high standards of behaviour from the children and promoting good order in school.</li></ul>



### **Qualities and Attributes**

Essential
<ul style="list-style-type: none"><li>• Warmth and sensitivity in relationships with adults and children.</li><li>• Flexibility and adaptability.</li><li>• A sense of humour and a positive attitude.</li></ul>



### **Safeguarding**

Essential
<p>In addition to the candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:</p> <ul style="list-style-type: none"><li>• Motivation to work with children and young people;</li><li>• Ability to form and maintain appropriate relationships and personal boundaries with children and young people;</li><li>• Emotional resilience in working with challenging behaviours;</li><li>• Attitudes to the use of authority and maintaining discipline.</li></ul>



### **General**

Essential
<ul style="list-style-type: none"><li>• A clear, well presented application that reflects an understanding of the requirements of the post.</li><li>• Excellent and unequivocal references regarding performance as a class teacher.</li><li>• A good health and attendance record in accordance with the Trust's promoting health at work procedure.</li><li>• Someone who is articulate and persuasive at interview, showing confidence and enthusiasm.</li></ul>



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