



## Job Description

Post title	KS2 Primary Class Teacher
Academy	Haberdashers' Aske's Crayford Academy
Grade	MPS/UPS + OLW
Responsible to	Head of Primary

### Summary of the overall purpose of the job

To uphold consistently high standards of pupil progress in their class and ensure that planning, preparation, recording, assessment and reporting meet pupils' learning and social needs. To maintain the positive ethos and core values of the school, both inside and outside the classroom

### Key responsibilities and objectives of the job

- To carry out teaching duties, as required, in accordance with the Primary Phase schemes of work
- Plan lessons that meet the needs of all pupils, through differentiation of tasks and appropriate challenge
- Be creative in providing imaginative learning opportunities for pupils and to take full responsibility for the learning environment in which you teach
- Work effectively with year group and phase partners to plan dynamic and effective learning schemes
- To prepare and review, annually, learning and teaching development plans and policies, which support the school improvement priorities
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning
- To ensure that achievement data is collected and used effectively to raise standards of learning and teaching
- To be instrumental in helping to develop a stimulating and engaging curriculum for pupils within a phase group and learning and teaching team
- To monitor and review the quality of learning and teaching, ensuring that pupils make good progress
- To inspire, motivate and influence staff and pupils, being instrumental in developing and maintaining the highest standards of learning, teaching and pupil behaviour
- Report to parents on the development, progress and attainment of pupils
- To plan and work effectively with members of the support team as appropriate so

that all pupils achieve their potential

- To ensure that agreed policies and procedures for learning and teaching are implemented
- To carry out teaching duties, as agreed with the Principal/ Head of Primary
- Support learning and teaching in the setting, monitoring and attainment of learning targets

#### General Responsibilities

- To actively promote the aims and ethos of the academy
- To promote the 'all through' 3-18 culture and integration across phases wherever possible
- To work within the academy framework with regard to Health and Safety
- To promote equal opportunities in the academy
- To support the Academy's commitment to the continued professional learning of all staff
- To undertake any additional duties as may reasonably required by the CEO or Principal

Please note

This job description reflects the core activities of the role and as the Federation and the post-holder develop there will inevitably be changes in the emphasis of duties. It is expected that the post-holder recognise this and adopt a flexible approach to work and be willing to participate in training.

If changes to the job become significant, the job description should be reviewed formally by the post-holder and line manager

Date JD was agreed: 07.09.17

## Person specification

Criteria	E S S E N T I A L	D E S I R A B L E	HOW IDENTIFIED AND ASSESSED
			AP      Application AS      Assessment I        Interview P        Presentation R        References
Education/qualification and training			
• Qualified Teacher status	E		AP
• Evidence of continuous INSET and commitment to further professional development		D	AP
Knowledge/skills			
<p>The Class Teacher should have knowledge and understanding of:</p> <ul style="list-style-type: none"> <li>the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);</li> <li>statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of pupils' progress;</li> <li>the statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEN and Child Protection;the positive links necessary within school and with all its stakeholders;</li> <li>effective teaching and learning styles</li> </ul>	E		AP/I
	E		AP/I
	E		AP/I
	E		AP/I
In addition, the Class Teacher might also have			AP/I
<ul style="list-style-type: none"> <li>knowledge and understanding of: the preparation and administration of statutory National Curriculum tests; the links between schools, especially partner schools</li> </ul>		D	
The Class Teacher will be able to	E		AP/I
<ul style="list-style-type: none"> <li>promote the school's aims positively and use effective strategies to monitor motivation and morale]</li> <li>Develop good personal relationships within a team</li> <li>Establish and develop close relationships with parents, covernors and the community</li> <li>Develop strategies for creating community links</li> </ul>	E		AP/I
	E		AP/I
	E		AP/I
	E		AP/I

Experience			
<ul style="list-style-type: none"> <li>• Experience of teaching at Key Stage applying for</li> <li>• Experience of teaching across the whole Primary age range; working in partnership with parent</li> </ul>	E	D	AP/I  AP/I
Personal characteristics/other requirements			
• Approachable and Empathic	E		AP/I
• Committed and Resourceful	E		AP/I
• Patient and organised	E		AP/I
• Enthusiastic	E		AP/I