

Job Description

Job Title:	Class Teacher
Location:	Rockingham Primary Academy
Salary:	Main Scale
Job Purpose:	<p>To carry out professional duties and to have responsibility for an assigned class.</p> <p>To carry out appropriate planning, teaching, marking and assessment activities so each child can achieve their potential.</p> <p>To be responsible for 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.</p> <p>To promote the aims and objectives of the school and maintain its philosophy of education.</p>
Background:	<p>The David Ross Education Trust (DRET) is a growing network of academies with a geographical focus on Northamptonshire, Lincolnshire and Yorkshire/ Humber region. The network is a mix of primary, secondary and special academies and a mix of those that have chosen to join DRET on conversion and those that are sponsored academies.</p>
Report To:	Head Teacher

Key Responsibilities

Main Duties and Responsibilities:

Shaping the future

- Support the headteacher and governors in establishing an ambitious vision and ethos for the future of the school
- Play a role in the school improvement and school self-evaluation planning process, through agreed priorities.
- Contribute to the development, implementation and monitoring of action plans and other policy developments where appropriate
- Promote a culture of inclusion within the school community where all views are valued and taken into account

Class Teacher responsibilities:

- To create and manage a caring, supportive, purposeful, attractive and stimulating environment which is conducive to children's learning.
- To plan and prepare lessons in order to deliver the school's curriculum, ensuring breadth and balance in all subjects.
- To identify clear teaching objectives and learning outcomes, with appropriate differentiation, challenge, support and maintain with high expectations.
- To maintain good order and discipline among the pupils, safeguarding their health and safety following school procedures and policies.
- To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within the classroom, including parent helpers.
- To participate in staff meetings as required.
- Contribute to the development and co-ordination of a particular area of the curriculum.
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- 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 continue professional development, maintaining a portfolio of training undertaken.
- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To support the Headteacher in promoting the ethos of the school.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- 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.
- **Key Responsibilities – all staff:**
 - To support the academy ethos
 - To contribute to academy-wide events including curriculum-focused events as and when required
 - To support and contribute to the academy's commitment to 'Every Child Matters' to enable children to be healthy; stay safe; enjoy and achieve; make a positive contribution; and achieve economic well-being
 - To be aware of the academy's duty of care in relation to staff, students and visitors and to comply with all health and safety policies at all times

- To be aware of and comply with the codes of conduct, regulations and policies of the academy and its commitment to equal opportunities

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

Person Specification

Qualifications and Professional Development:

Essential:

- Qualified teacher status

Desirable:

Graduate
High degree

Experience:

Essential:

- A degree or equivalent qualification.
- Evidence of in service professional development.
- Good judgements in observations.
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Desirable:

- Experience of working in schools in a category.
- Outstanding judgements in observations.

Knowledge and Understanding:

Essential:

- A thorough up to date knowledge of the range of teaching, learning and behaviour management strategies and how to implement them effectively through the curriculum.
- A thorough understanding of the national curriculum and a range of assessment requirements and arrangements.
- A clear understanding of age related expectations for children within the Primary phases.
- Know how to use local, national and statistics to evaluate the effectiveness of teaching.
- Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion.
- Strong application of IT to enhance children's learning.
- Know the legal requirements, national policy and guidance on the safeguarding of children.

Desirable:

- An ability to offer after school clubs to nurture interest and development of children.
- Successful liaising with additional providers of services to school to support the development of children in this way.
- A commitment to the school's profile in the area of your curriculum subject being raised and promoted.