

**JOB DESCRIPTION: KS1 and KS2 CLASS TEACHER**

**EFFECTIVE: ACADEMIC YEAR 2020 - 2021**

This post holder is required to carry out the duties of a Class Teacher as set out in the current School Teachers' Pay and conditions document and subject to any amendments due to government legislation. This includes any duties as may be reasonably directed by the Head teacher.

This job description may be amended at any time following discussion between Head and member of staff.

**Teaching Responsibility and Key Tasks:**

- To plan and teach stimulating and interesting lessons based on the National Curriculum for KS1 / KS2 leading to KS1 / KS2 statutory assessment levels.
- To teach young children a wide range of basic social and educational skills, that can be assessed.
- To plan for a range of ability so that all children reach their potential.
- To take every opportunity to develop speaking and listening skills, and read regularly with every child.

**Classroom Management and Organisation:**

- To teach and actively promote a system of Positive Behaviour.
- To create a well-ordered, calm environment that is stimulating and purposeful.
- To ensure that all equipment is organised and accessible to children so that it encourages independent learning.
- To organise a learning environment that enables children to take ownership of their learning.
- To maintain assessment records as specified in the School's assessment policy.
- To provide, mark and monitor homework according to the agreed policy.
- To manage and monitor Teaching Assistants in classrooms tasks they are expected to undertake.

**Safeguarding and Inclusion**

- To be individually responsible for promoting and safeguarding the welfare of all children.
- To take account of each child's home language and culture ensuring this is reflected in displays, materials and throughout the curriculum.
- To provide a safe, welcoming and positive atmosphere for parents that will establish strong links with the School.
- To comply with policies and procedures relating to Child Protection, Health & Safety, security, confidentiality and data protection and to ensure that the individual's line manager is made aware and kept fully informed of any concerns which the individual may have in relation to safeguarding and/or child protection.
- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and guidelines outlined in key documents 'Keeping children Safe in Education' 2016 and 'Working Together to safeguard children' 2015 in relation to child protection and safeguarding children.

**Continuing Professional Development**

- To be an active member of an integrated learning team.
- To be pro-active in identifying areas for career and self-development.

PERSON SPECIFICATION: KS1 and KS2 CLASS TEACHER

EFFECTIVE: ACADEMIC YEAR 2020 - 2021

Outline of Key Abilities	
<p>You are asked to focus upon demonstrating the extent to which you meet each of the selection criteria when writing your personal statement which you will find under Section 6 of the application form. Please read the candidate guidance under that section</p>	
Key:	
<b>E – Essential</b>	<b>D – Desirable</b>
<b>R – References</b>	<b>I – Interview/Selection Process</b>
	<b>A – Application Form</b>

Qualifications and Training:		E	D	A	R	I
1	Qualified Teacher Status	√		√		

Experience:		E	D	A	R	I
2	Current experience as an excellent age related Classroom Teacher in a primary school	√		√	√	√
3	Proven and successful track record of raising attainment	√			√	

Professional Knowledge and Understanding:		E	D	A	R	I
4	Understanding of best practice in teaching and learning	√		√	√	√
5	Thorough knowledge of the National Curriculum	√		√		
7	Understanding of effective strategies for maintaining high standards of behaviour within the classroom in accordance with school policy	√				√
8	A clear understanding of a range of assessment practises	√		√	√	√

Professional Skills and Abilities		E	D	A	R	I
9	Must be able to plan lessons effectively for all the pupils in a class, setting clear learning intentions and differentiated tasks to enable all children to make good progress				√	√
10	Evidence of excellent class teaching to provide a model of good practice for others	√			√	√
11	Evidence of the ability to work as a team ensuring that all members, including Teaching Assistants, contribute effectively	√			√	√
12	The ability to lead/contribute to effective in-service training		√	√		
15	The ability to relate to and communicate effectively with parents and carers	√		√	√	√
16	To work effectively as part of team and build constructive relationships	√		√	√	√

PENWORTHAM PRIMARY SCHOOL

Personal Qualities:		E	D	A	R	I
17	Excellent communication, organisational and interpersonal skills with both adults and children	√			√	√
18	Flexibility, sensitivity and the ability to find solutions	√			√	√
19	Excellent record of personal attendance and punctuality	√			√	√

Safeguarding and Equal Opportunities:		E	D	A	R	I
20	Knowledge and understanding of relevant legislation and guidance in relation to working with, safeguarding and the protection of children.	√		√		√
21	Understands the importance of ensuring that all children and staff feel safe and included	√		√		√
22	Understanding of equality of opportunity issues and how they can be addressed in schools	√		√		√
23	Commitment to safeguarding and protecting the welfare of children	√		√		√
24	Understanding of how pupils with special needs may be supported and included within a primary classroom	√		√		√

Signed ..... Print Name..... Date.....