



Elm Court Livity Federation

Job Title: Class Teacher

Responsible To: The Executive Headteacher

Purpose of the Job:

- To provide exceptional education, welfare and care for a group of pupils with complex needs.
- To carry out the duties of a Class Teacher as set out in the current School Teachers' Pay and Conditions Document.
- To understand and meet the Teachers' Standards.
- To promote the vision, aims and values of the school and contribute to the implementation of the School Development Plan.
- To share in the whole school responsibility for the well-being, progress and happiness of all pupils.
- To work towards developing the school as an exceptional provision, with the highest standard of teaching and learning for all pupils.

Teaching:

- To set high expectations by planning and preparing appropriate motivating and fun work for the pupils you teach.
- To provide all pupils with access to a relevant and appropriate curriculum.
- To engage in current research to inform your practice in the classroom.

Promote exceptional progress and outcomes for pupils:

- To be aware of pupils' prior knowledge and plan teaching to build on these.
- To assess, record and report on the development, progress and achievements of the pupils you teach according to the school's assessment and evaluation procedures.
- To be responsible for creating a stimulating environment in which all pupils reach their full potential.
- To demonstrate knowledge and understanding of how pupils with various special needs learn and how these impact on teaching.
- To be accountable for pupils' attainment, progress and outcomes.

Demonstrate exceptional subject and curriculum knowledge:

- To keep up-to-date records for each pupil in the class as required by the school's policies and procedures.
- To demonstrate an understanding of how pupils with special needs communicate and encourage them to develop these skills.
- To demonstrate high levels of competency in your own literacy and numeracy.
- To demonstrate a knowledge of systematic synthetic phonics.

Plan and teach well-structured lessons:

- To effectively lead and manage a group of class Teaching Assistants, sharing planning, and ensure working together as a team.
- To promote a love of learning.



- To contribute to the design and provision of an engaging curriculum within the relevant area(s).
- To evaluate activities that lead to the effective education of the pupils.

Adapt teaching to respond to the strengths and needs of all pupils:

- To know when and how to adapt work appropriately, using approaches that enable pupils to be taught effectively.
- To have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these.
- To demonstrate an awareness of the physical, social and cognitive development of pupils and know how to adapt teaching to support pupils.
- To have a clear understanding of the needs of all pupils.

Make accurate and productive use of assessment:

- To demonstrate an understanding of how to assess pupils' progress across the curriculum, using the school's assessment procedures.
- To be responsible for preparing and conducting Annual Reviews.
- To make use of formative and summative assessment to secure pupils' progress.
- To use relevant data to monitor progress, set targets, and plan subsequent lessons.

Manage behaviour effectively to ensure a good and safe learning environment:

- To have a clear structure and established routines in the classroom.
- To take responsibility for promoting the independence of pupils both in classrooms and around the school, ensuring positive behaviour strategies for all pupils are followed.

Fulfil wider professional responsibilities:

- To make a positive contribution to the wider life and ethos of the school.
- To develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- To deploy support staff effectively.
- To take responsibility for improving teaching through appropriate professional development responding to advice and feedback from senior colleagues.
- To communicate effectively with parents/carers regarding pupils' achievements and well-being.
- To ensure effective implementation of all current school policies.
- To attend parents' meetings as appropriate or as directed.
- To manage a class budget effectively.
- To have due regard for safeguarding and promoting the welfare of children and young people and to follow all associated child protection and safeguarding policies as adopted by the school and Local Authority.
- To be able to work effectively and co-operatively within a multi-disciplinary team.
- To participate in the school's Performance Management Procedures.
- To follow the school's and Local Authority's Equal Opportunities Policy and to take responsibility for tackling racism, whilst promoting good race, ethnic and community relations.
- To comply with policies and procedures relating to Child Protection, Health, Safety and Security, Confidentiality and Data Protection reporting all concerns.



- To lead in promoting good relationships with staff, parents/carers, local community, the Local Authority and external agencies in supporting the Every Child Matters agenda.

Personal and Professional Conduct:

- A teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout a teacher's career.
 - Treating pupils with dignity, building relationships rooted in mutual respect, and always observing boundaries appropriate to a teacher's professional position.
 - Having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions.
 - Showing tolerance of and respect for the rights of others.
 - Not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
 - Ensuring that personal beliefs are not expressed in ways that exploit pupils' vulnerability or might lead them to break the law.
- Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach and maintain high standards in their own attendance and punctuality. Teachers must understand, and always act within, the statutory framework which set out their professional duties and responsibilities.
- Job descriptions are not exclusive or exhaustive and the nature of the position entails that the post holder may be required to carry out additional duties as reasonably required. This job description will be reviewed annually as part of appraisal, or more frequently if necessary. It may be amended at any time after consultation with the Executive Headteacher and post holder.



CLASS TEACHER PERSON SPECIFICATION

Qualifications:

1. Qualified Teacher Status
2. Primary Training

Experience:

3. Experience of complex needs teaching to include pupils with ASD and PMLD
4. Experience of primary/special needs class teaching
5. Evidence of using and being able to develop planning and assessment procedures
6. Experience of working as part of a team

Knowledge, Skills and Competencies:

7. Knowledge and experience of the characteristics of high-quality teaching and the willingness to adopt new strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
8. Ability to identify, take direction and respond to key issues affecting children's performance and progress.
9. Ability to set achievable targets and raise standards and enable staff to maintain good planning and assessment procedures.
10. Good understanding of issues associated with Inner City Schools and commitment to promoting equality of opportunity in all aspects of school life.
11. Sound knowledge of the legal requirements of the National and Foundation Stage Curriculum with the ability to modify these.
12. Sound understanding of the welfare needs of children with complex learning disabilities and knowledge of health and safety issues.
13. Ability to communicate effectively both orally and in writing with pupils, parents/carers, staff and the wider community.
14. The ability to contribute to the protection and safeguarding of children and young people.
15. Ability to lead and manage a team of support staff

Personal Attributes:

16. Ability to work as part of team whilst being self-motivated and action orientated.
17. Ability to organise own workload effectively
18. Commitment, enthusiasm and energy for the job.
19. A willingness to undertake and participate in further training to maintain the highest standards of teaching.