

Woodfield School
Class Teacher Job Description



Job title: Class Teacher

Salary: Dependent on experience / Market rate salary

Contract: Permanent, Full-time (5 days per week, Term time only)

Accountable to: The Assistant Headteachers for planning and assessment, staffing, pupil behaviour and professional development. For all other issues the Headteacher.

Accountable for: Teaching Assistants attached to your class.

General Professional Duties:

You are required to carry out the duties of a teacher as set out in the current School Teacher's Pay and Conditions Document and any subsequent legislation that may come into effect. A copy of these duties can be obtained from the School Business Manager or Headteacher.

Core Purpose - with reference to the Teacher Standards

Set High Expectations

- Establish a safe and stimulating environment for pupils rooted in mutual respect and with adherence to the school vision and values
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions

Promote good Progress & Outcomes by Pupils

- Be accountable for pupils' attainment progress and outcomes
- Be aware of pupils' capabilities and their prior knowledge and plan teaching to build on these
- Demonstrate knowledge and understanding of how pupils learn and how this impacts on their teaching
- Encourage pupils to take responsibility and conscientious attitude to their own work and study

Demonstrate good Subject and Curriculum Knowledge

- Have a secure knowledge or willingness to gain knowledge of the subject/curriculum area, foster and maintain pupils' interest in the subject and address progress issues developing appropriate interventions
- Demonstrate a critical understanding of developments in the subject and curriculum areas, and keep abreast of National Initiatives, research and strategies to enhance learning
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy and numeracy

Plan and Teach Well Structured Lessons

- Impart knowledge and develop understanding through effective use of lesson time and resources
- Promote a love of learning and children's intellectual curiosity
- Reflect systematically on the effectiveness of lessons and approaches to teaching

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

- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively and learn efficiently
- Have a secure understanding of how a range of factors and barriers to learning can inhibit pupils' ability to learn, and how best to overcome these
- Demonstrate an awareness of the physical, social and intellectual development of children with a variety of learning needs and difficulties including ADHD, ASD and SLCN, and know how to adapt teaching to support the pupils' education at different stages of development

Make Accurate and Productive Use of Assessment

- Know and understand how to assess progress of the individual pupil, the relevant subject and curriculum areas, including statutory assessment requirements
- Make use of formative and summative assessment to secure pupils' progress
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Give pupils regular feedback, both orally and through the schools agreed marking and feedback policy

Manage Behaviour Effectively to ensure a good and Safe Learning Environment

- Understand the trauma informed approach
- Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy
- Have high expectations of behaviour, and use an emotions coaching approach to behaviour with a range of strategies appropriate to the individual, using praise, and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

Fulfil Wider Professional Responsibilities

- Make a positive contribution to the wider life and ethos of the school
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Deploy and manage support staff effectively
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues and senior leaders
- Communicate effectively with parents with regard to pupils' achievements and well-being.

Learning and Teaching

You may be required to teach any class of pupils within the school. This may involve team teaching or teaching pupils outside of your own class group.

- Teach all pupils in your assigned class/group, according to their individual needs.
- Establish behaviour programmes, monitor and record progress, according to school policy.
- Promote and praise achievement and good behaviour.
- Teach according to the agreed policies, timetables and schemes of work.
- Plan and assess lessons in all curriculum areas.
- Maintain regular and effective means of communication with parents in accordance to school policy and procedure.
- Demonstrate specific skills and more general teaching activities to Teaching Assistants, parents and any volunteers that may support the pupils learning.
- Encourage the participation of parents in all aspects of school life.
- Support those pupils who have part-time placements in mainstream schools or Alternate Provision as required.

Pupil Wellbeing

- Report concerns regarding child protection in line with school policy and to attend all relevant meetings, submitting reports as necessary.
- Keep accurate records of pupil absences and other significant incidents. To maintain registers accurately.

Leading teams and Continued Professional Development

- Plan the teaching programme for all pupils in your class. To support all assistants and volunteers in the tasks allocated to them.
- Work in liaison with all relevant therapists, health authority staff, social care representatives and

advisory teachers, to jointly plan and assess whenever appropriate.

- Participate in all staff development activities including annual appraisal
- Participate in classroom observations and the feedback sessions, learning walks and other aspects of the school monitoring schedule

Policy and procedure

- Promote equal opportunities within the school and seek to ensure the implementation of the school's Equal Opportunities Policy by all staff, pupils and visitors.
- Be aware of, and comply with, School, Surrey CC and National Policies.
- Maintain resources, identify any new ones for your class and devise new resources to meet curriculum need.
- Ensure a safe, effective and efficient learning environment.

Safeguarding Statement:

Woodfield School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. We welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.