



Job Profile

Title: **Class Teacher**
Salary: **Teacher Main Scale**

Working Hours: **Full-Time, Fixed-Term**
Responsible To: **Headteacher**

Job Purpose

- Be responsible for the learning and achievement of all pupils in the class, ensuring equal opportunities for all.
- Be responsible and accountable for achieving the highest possible standards in work and conduct.
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff, and external agencies in the best interests of pupils.
- Act within the statutory frameworks, which set out their professional duties and responsibilities, and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012).
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

Safeguarding Children and Safer Recruitment

The Trust and our schools are committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. All appointments are subject to an enhanced Disclosure and Barring (DBS) check. All support staff posts are subject to the Asylum and Immigration requirements.

It is essential to have all due regard for safeguarding and promoting the welfare of children and young people and follow all associated child protection and safeguarding policies as adopted by the Trust to ensure:

- Policies are fully implemented and followed by all staff.
- Sufficient resources and time are allocated to enable the designated safeguarding leads and other staff to discharge their responsibilities, including taking part in inter-agency meetings and contributing to the assessment of children.
- All staff and volunteers feel able to raise concerns about unsafe practice regarding children and such concerns are addressed sensitively and effectively in a timely manner.

The post is exempt from the Rehabilitation of Offenders Act 1974. Applicants must declare all convictions, cautions, reprimands, and final warnings, unless they are protected under the DBS filtering rules. If you are barred from working with children, you will be committing a criminal offence by applying for this post.



Key Duties and Responsibilities

All teachers are required to carry out the duties of a schoolteachers as set out in the current School Teachers Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards (2019). Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Teaching

- Deliver the curriculum as relevant to the age and ability group/subject that you teach.
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- Be accountable for the attainment, progress and outcomes of pupils' you teach.
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on this demonstrating knowledge and understanding of how pupils learn.
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy.
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics.
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment.
- Make accurate and productive use of assessment to secure pupils' progress.
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study.
- Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate.
- Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document.



Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils.
- Have high expectations of behaviour, promoting self-control and independence of all learners.
- Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document.

Team Working and Collaboration

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods, and where appropriate, threshold assessments.
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school.
- Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document.



Fulfil Wider Professional Responsibilities

- Work collaboratively with others to develop effective professional relationships.
- Communicate effectively with parents/carers with regard to pupils' achievements and wellbeing using school systems/processes as appropriate.
- Communicate and co-operate with relevant external bodies.
- Make a positive contribution to the wider life and ethos of the school

Administration

- Register the attendance of and supervise learners before, during, or after school sessions as appropriate.
- Participate in and carry out any administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document.

Professional Development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment, and wellbeing, refining your approaches where necessary, responding to advice and feedback from colleagues.
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal.

Other

- To have professional regard for the ethos, policies, and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality.
- Perform any reasonable duties as requested by the Headteacher.

The role holder must demonstrate a flexible approach to the delivery of the role. This is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks expected to be carried out. The role holder may be required to carry out other duties appropriate to the level of the role.



Person Specification

Qualifications and Experience

Qualified Teacher Status

Degree

Skills and Knowledge

Knowledge of the National Curriculum

Knowledge of effective teaching and learning strategies

A good understanding of how children learn

Ability to adapt teaching to meet pupils' needs

Knowledge of effective behaviour management strategies

Good ICT skills, particularly using ICT to support learning

Safeguarding and Promoting the Welfare of Students

Ability to build and maintain positive relationships with children, parents/carers, and other staff

Committed to safeguarding and promoting the welfare of children and young people

Personal Qualities and Attributes

A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school

High expectations for children's attainment and progress

Ability to work under pressure and prioritise effectively

Commitment to maintaining confidentiality at all times

Commitment to safeguarding and equality