

Job Description

Job title: Class Teacher

Reports to: Head of School

Pay Scale: M1 - M6

Overall Job purpose

To be an effective member of the staff team, ensuring that all children at Ravenswood Community Primary School receive a vibrant and relevant education, enabling them to achieve well in all areas of development.

To be an effective Teacher, demonstrating appropriate curriculum knowledge, taking responsibility for personal professional development.

To provide a caring and nurturing learning environment that celebrates diversity in which all pupils, especially those with a variety of learning and other needs, are able to feel safe, valued and respected.

Principal Duties and Responsibilities

- carry out the duties of Class Teacher in accordance with the Teachers Pay and Conditions Document, Teachers Standards and other relevant statutory provisions
 - teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs
 - maintain the positive ethos and core values of the school, both inside and outside the classroom
 - contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors

 - implement agreed school policies and guidelines
 - support initiatives decided by the Head teacher and staff
 - plan appropriately to meet the needs of all pupils, through differentiation of tasks, be able to set clear targets, based on prior attainment, for pupils' learning
 - provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
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- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning
- report to parents on the development, progress and attainment of pupils
- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy
- participate in meetings which relate to the school's management, curriculum, administration or organisation
- communicate and co-operate with specialists from outside agencies
- lead, organise and direct support staff within the classroom

General Duties

- To have due regard to the provisions of Health and Safety at work legislation
- To have due regard to the Trust's Equal Opportunities Policy
- To be aware of the confidential issues regarding this post including adhering to GDPR requirements
- To undertake any other duties that are within the grade and scope of the post, as determined by the Head of School
- To undertake annual mandatory and statutory training as directed by the Trust or School.

Developing self and working with others

- Promote and maintain a culture of high expectations for self and others
- Regularly review own practice, set personal targets and take responsibility for own development, seeking advice and support from relevant colleagues

Scope:

The post-holder will be based at one of the Trust Schools and will be expected to work across the Trust, travelling from time to time to school sites. This job description needs to be considered in the context of a developing and evolving situation and, therefore, responsibilities described here may be adapted to meet changing needs.

Safeguarding:

Compass Eko Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Employees are expected to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust.

Person Specification

| Criteria | Essential | Desirable | How tested |
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| Qualification | <ul style="list-style-type: none"> Qualified Teacher status | <ul style="list-style-type: none"> Evidence of continuous INSET and commitment to further professional development | Certificates to be provided |
| Experience | | <ul style="list-style-type: none"> The Class Teacher might have experience of teaching across the whole Primary age range; coordinating a core curriculum area; working in partnership with parents. | Application form, references, interview and teaching |
| Knowledge and Skills | <ul style="list-style-type: none"> The Class Teacher should have knowledge and understanding of: the theory and practice of providing effectively for the individual needs of | <ul style="list-style-type: none"> In addition, the Class Teacher might also have knowledge and understanding of: the preparation and administration of | Application form, references, interview and teaching |

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| | <p>all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of pupils' progress; the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection; the positive links necessary within school and with all its stakeholders; effective teaching and learning styles.</p> <ul style="list-style-type: none"> • The Class Teacher should have knowledge and understanding of: the theory and practice of providing effectively for the | <p>statutory National Curriculum tests; the links between schools, especially partner schools.</p> <ul style="list-style-type: none"> • In addition, the Class Teacher might also be able to: develop strategies for creating community links. | |
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| | <p>individual needs of all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of pupils' progress; the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN and Child Protection; the positive links necessary within school and with all its stakeholders; effective teaching and learning styles.</p> | | |
| Personal attributes | <ul style="list-style-type: none"> ● Approachable ● Committed ● Enthusiastic | | Application form, references, interview and teaching |

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| | <ul style="list-style-type: none">• Able to motivate self and others• Calm under pressure• Well-organised | | |
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