



Headteacher: Mrs Laura Parry-Woolner

Job Description - Class Teacher

Accountable to: SLT

Purpose of job:

All class teachers will be designated a mixed-ability class to which they teach all primary age subjects. All class teachers are members of a year group team made up of two classes. All class teachers will be expected to plan and teach the highest quality of lessons which engage and enthuse the learners. Both formative and summative assessment should be used to assess pupil progress and ensure that all pupils are achieving to the best of their ability. All teachers will also be expected to take on a subject leadership role across the school.

Duties and Responsibilities:

To undertake the following duties, demonstrating a thorough knowledge of the work areas with a degree of independent action and initiative.

Key Tasks

IN LINE WITH THE TEACHERS' STANDARDS

All class teachers will work with the Headteacher, Senior Leadership Team, the Governing Body and the Trust to deliver the vision for Beechview Academy and implement its aims, objectives, vision and values. Teachers should;

- Work with the Headteacher, SLT and Governing Body to contribute to the future direction of the school in its community and support to plan for its future needs and further development within the local, national and international context.
- Demonstrate high standards of personal integrity, loyalty, discretion and professionalism
- Assist in developing and implementing school policies, including taking a lead on specific policies as required
- Lead specific areas of the curriculum as agreed with the Headteacher to ensure the highest quality of teaching and learning
- Support to ensure the whole school community is committed to its vision and values, motivated to achieve them and engaged in meeting all objectives and targets that secure the educational success of the school

TEACHING AND LEARNING

Continue to develop the school's aspirational culture based on high expectations and outstanding teaching and learning that enables staff and pupils to flourish, achieve and excel. Teachers should;

- Develop a sound subject knowledge across the primary curriculum

- Set up planning files (google based) which should be readily available when required. The file should contain information on the different groupings of children, SEN information, weekly powerpoint planning, medium term planning, and evaluated previous planning where appropriate
- Plan effectively in year group teams using the school system to set clear objectives and scaffolding for differing abilities. Save all planning on the system each week
- Demonstrate technical competence in teaching the basics of English and Maths. Plan for daily Maths and English lessons which incorporate the key skills of each subject and include guided reading, spelling and mental and oral starters for both subjects where appropriate
- Plan for topic-based lessons across the curriculum which ensure coverage of key knowledge and skills as appropriate whilst embedding English and maths skills and which reflect the children in their class in terms of ability and cultural background
- Plan for all other subjects under the National Curriculum framework to ensure a broad and balanced curriculum which inspires learning, using the schools curriculum documentation
- Plan for, and use, support staff to progress learning effectively
- Ensure that the classroom is a purposeful learning environment, making sure that all resources are easily accessible and that the classroom is prepared at the beginning of the day ready for lessons
- Share learning objectives for all lessons with the children
- Challenge children through consistently high expectations and questioning
- Use pace in lessons to stimulate and motivate interest and to inspire further learning
- Use a range of approaches and methods appropriate to the lesson to best enable all pupils to learn effectively
- Identify, plan, teach and deliver to a focus group identified to accelerate progress through pupil progress meetings and assessment points
- Insist on high standards of behaviour and implement the behaviour for learning policy consistently throughout the school. Ensure that positive praise is given to reward and inspire pupils
- Set high standards and expectations for presentation of children's work
- Give feedback on children's work which has an emphasis on strengths as well as areas to develop.
- Assess children thoroughly using the school system of summative and formative assessment. Use this data to inform planning and next steps.
- Monitor impact of interventions on children's progress and report to SLT where appropriate.
- Report any areas of concern regarding individual children in a class. All teachers should be aware of the school's arrangements regarding safeguarding.
- Attend planning sessions with year group partners. Share planning and share school information as necessary with LSAs.
- Be a positive role model to children in terms of following the staff code of conduct.

- Attend after school staff meetings once per week and staff training sessions where appropriate.
- Attend after school events as required, e.g. parents' evenings, school disco. Use the events as an opportunity to establish and maintain contact with parents.
- Support PTFA events throughout the year.
- Be a team member with the whole staff of the school – identify opportunities to work with other members of staff, e.g. through team teaching, mentoring/coaching etc.

DEVELOPING A LEARNING COMMUNITY

Through effective and inspiring leadership and management, each class teacher will support the Headteacher and SLT to build a dynamic learning community that enables and empowers others to achieve and excel. They should;

- Lead by example, modelling professional conduct and demonstrating high personal standards of credibility, expertise and commitment.
- Support the implementation of highly effective communication systems that keep all members of the school community well informed appropriate to their roles and responsibilities.
- Ensure highly constructive working relationships are formed and maintained between staff and pupils through excellent pastoral care.
- Develop highly constructive professional relationships with and between staff, governors, and any other colleagues working with the school.
- Create and maintain effective partnerships with parents and carers and the school and local community to broaden opportunities for pupils and enable them to achieve and excel.
- Engage in effective systems for the management of staff performance.
- Work in accordance with policies adopted by the Governing Body and other statutory policies.

ACCOUNTABILITY

The Headteacher has a responsibility to the whole school community and is accountable to a wide range of groups including pupils, parents and carers, governors, the Trust, the LA, Ofsted and the DFE for the overall performance of the school. Teachers should;

- Understand and uphold their individual and collective accountability for the success of the school and the children they teach.
- Ensure parents and carers are well informed about the curriculum, their child's progress and achievements and the contribution they can make to support their child's learning and help the school achieve its targets for improvement.
- Develop strong relationships with the parents and carers of the children in their class so that concerns or issues can be addressed together.

- Monitor and support the subject they lead through detailed monitoring and evaluation, providing appropriate training to staff when necessary - accountable for the progress in their subject for all pupils.
- Teachers should cooperate with the stated appraisal process and policy.

Other Duties

- Contribute to a positive ethos for learning
- Communicate with other professionals within school and outside of school
- Promote the values and achievements of the school to the community
- Lead whole school assemblies as required
- Advise on resource needs
- Assist in the preparation and implementation of the School Development Plan
- To attend daily and weekly meetings, in accordance with school policy and to lead such meetings as required
- Attend Governor meetings as required
- Attend all after school events such as PTA events and parents' meetings
- Undertake such reasonable activities that the Headteacher and Governors may, from time to time require

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder and Trustees. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the Trust in relation to the post holder's professional responsibilities and duties.

Note: The duties of the post may vary from time to time without changing the general character of the post or the level of responsibility.

Person Specification Class Teacher

	Essential	Desirable
Education and Professional Qualifications	<ul style="list-style-type: none"> ● Qualified Teacher Status- ECT's may apply pending QTS ● Evidence of continuous professional development 	Further qualifications
Experience	<ul style="list-style-type: none"> ● Proven ability as an excellent classroom teacher ● Ability to work as part of a successful team ● Proven record of effective subject leadership 	
Knowledge and Skills	<ul style="list-style-type: none"> ● Professional knowledge of what constitutes high quality and the standards in teaching and learning ● Professional understanding of inclusion and strategies for engaging all learners ● Professional understanding of safeguarding within a school setting ● Ability to write reports, keep accurate records and communicate effectively ● Effective organisational skills ● Ability to work well with a range of audiences, including parents/carers and other professionals ● Ability to use a positive approach to promote learning and excellent behaviour ● Confident and competent in the use of ICT ● Ability to lead and manage a team ● Understanding of curriculum and assessment of pupil progress ● Understanding of cross-curricular teaching ● Understands procedures and legislation relating to confidentiality 	Used Google as cloud based platform
Personal Attributes	<ul style="list-style-type: none"> ● Resilience, the ability to work under pressure and be able to meet deadlines ● Proven ability to prioritise workloads ● Ability to work effectively and supportively within the school and trust team ● Excellent communication skills (including written, oral and presentation skills) ● A commitment to safeguarding and promoting the welfare of children and young people ● Ability to work creatively and collaboratively ● Ability to make and justify difficult decisions ● Commitment to our pupils and their learning, wellbeing and safety ● Committed to equality ● Ability to establish rapport and respectful and trusting relationships with children and their families ● Able to build and maintain successful and purposeful relationships ● Open-minded, self-evaluative and adaptable to changing circumstances and new ideas ● Willingness to be involved in the wider life of school 	