



IGNITE

LEARNING PARTNERSHIP

TEACHER JOB DESCRIPTION

Job Title:

Teacher

Grade:

As per Teacher Pay Scales

Responsible To:

Headteacher

Job Purpose:

The classroom teacher will be responsible for delivering learning in accordance with the curriculum, national guidelines, and the school's strategy. The successful candidate must also carry out other duties that support pupils' learning while operating in accordance with the school's policies and procedures. The classroom teacher is responsible for teaching a class.

Main Duties & Responsibilities:

- To undertake your duties, as required by the Teachers' Standards.
- To be committed to the ethos and success of the school.
- To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
- To have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development.
- To be familiar with the school's systems, structures, policies and procedures.
- To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
- To adapt teaching styles to suit all learners and provide a supportive learning environment.
- To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
- To work as part of a team to evaluate and develop pupils' learning needs.
- To enforce the school's Behaviour Policy through excellent classroom management.

- To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
- To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
- To self-evaluate your teaching in order to improve effectiveness.
- To be committed to the school's target and monitoring system for pupil progress.
- To systematically assess and record pupils' academic and social progress, and use the results to inform lesson planning decisions.
- To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.
- To report on each individual pupil's progress to the headteacher and parents as required.
- To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents' evenings, which may require some out-of-hours availability.

Note: This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

- Help pupils to access learning activities through specialist support.
- Prepare and maintain general and specialist equipment and resources in line with agreed plans and strategies.

Support for Pupils

- Use specialist (curricular/learning) skills/training/experience to support pupils.
- Assist with the development and implementation of IEPs.
- Establish productive working relationships with pupils, acting as a role model and setting high expectations.
- Promote good behaviours in the learning environment by delivering agreed strategies and interventions.
- Promote the inclusion and acceptance of all pupils within the classroom.
- Support pupils consistently whilst recognising and responding to their individual needs.
- Encourage pupils to interact and work co-operatively with others and engage all pupils in activities.
- Promote independence and employ strategies to recognise and reward achievement of self-reliance.
- Provide feedback to pupils in relation to progress and achievement.

Support for the School

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- Contribute to the overall ethos/work/aims of the school.
- Establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
- Attend and participate in regular meetings.
- Participate in training and other learning activities as required.
- Recognise own strengths and areas of expertise and use these to advise and support others.

- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate.
- Undertake planned supervision of pupils' out of school hours learning activities.
- Supervise pupils on visits, trips and out of school activities as required.



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TEACHER PERSON SPECIFICATION

Criteria	Essential	Desirable	Method of Assessment
Qualifications and Experience	<ul style="list-style-type: none"> • Qualified teacher status. • Degree level qualification. • Willingness to undertake CPD. • Previous experience working in a school. 	<ul style="list-style-type: none"> • Relevant postgraduate professional qualification. • Previous experience working in partnership with parents. 	<ul style="list-style-type: none"> • Application Form • Certificates
Knowledge and Skills	<ul style="list-style-type: none"> • Sound understanding of the primary curriculum. • Excellent behaviour management skills. • Excellent inter-personal skills. • Ability to work as part of a team. • Excellent planning and organisational skills. • Effective oral and written communication skills. • Knowledge of key performance indicators and the ability to use them to monitor progress. • Awareness of the needs of children who speak English as an additional language or have SEN. • An understanding of how a pupil's learning is affected by their intellectual, emotional and social development, and the stages of child development. 	<ul style="list-style-type: none"> • Experience working as part of a team. • First aid skills. • An understanding of the importance of parental involvement. • Experience working with children who have SEN and/or disabilities. • Experience working with children who speak English as an additional language. 	<ul style="list-style-type: none"> • Application Form • Selection Process • References
Personal Qualities	<ul style="list-style-type: none"> • Committed to teaching. • Supportive of colleagues. • Good attendance and punctuality. • Good sense of humour. • Pro-active in the working environment. • Enthusiastic and positive attitude. • Ability to accommodate changes in work priorities. • Ability to anticipate workload and plan ahead. • Ability to develop effective relationships with parents. • Ability to encourage and enable others to reach their full potential. 	<ul style="list-style-type: none"> • Self-confidence. • Ability to relate well to other professionals. • A flexible approach. 	<ul style="list-style-type: none"> • Selection Process • References