

## **Job Description**

**Job title:** Class teacher

**Reports to:** Executive Headteacher

**Responsible for:** Direct and supervise support staff assigned to them

**Pay Scale:** MPS

### **Overall Job purpose:**

The role of the Teacher is critical in delivering a broad and balanced curriculum, facilitating a positive learning environment where all students feel supported and encouraged to reach their full potential. They design engaging lessons, assess student progress and provide constructive feedback to raise standards of student attainment. Additionally, teachers collaborate with other teaching staff, pastoral staff, external agencies where needed, and parents to support the personal development of students, addressing their individual needs and promoting inclusivity.

To teach pupils and to carry out other associated duties as are reasonably assigned by the headteacher.

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document.
- Meet the expectations set out in the Teachers' Standards

### **Duties and Responsibilities:**

The Class Teacher will:

- Implement agreed school policies and guidelines.
  - Support initiatives decided by the Headteacher 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.
  - Keep appropriate and efficient assessment records, using the agreed school approach, and integrate formative and summative assessment into planning.
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- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress.
- Report to parents on the development, progress and attainment of pupils.
- Promote the school's code of conduct amongst pupils, in accordance with the school's positive 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.
- Make effective use of ICT to enhance learning and teaching.
- Lead, organise and direct support staff within the classroom.
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers.
- Take responsibility for personal professional development keeping up to date with recent developments in education.
- Prioritise and manage time effectively.
- Work under pressure and to deadlines.

## **As a Subject Leader (N/A for 1<sup>st</sup> year ECT):**

### **Strategic Direction and Development of the Subject (with the support of, and under the direction of, the head teacher and senior management team):**

- Develop and implement policies and practices which reflect the school's commitment to high achievement through effective teaching and learning.
  - Have an enthusiasm for the subject which motivates and supports other staff and encourages a shared understanding of the contribution the subject can make to all aspects of pupils' lives.
  - Use relevant school, local and national data to inform targets for development and further improvement for individuals and groups of pupils.
  - Develop plans for the subject which identify clear targets, times-scales and success criteria for its development and/or maintenance in line with the school development/improvement plan.
  - Monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes.
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- Use your own class as an example of high quality teaching and learning in the subject.
  - Ensure continuity and progression in the subject by supporting colleagues in choosing the appropriate sequence of teaching and teaching methods and set clear learning objectives through an agreed scheme of work, developed in line with the school development/improvement plan.
  - Establish clear targets for achievement in the subject and evaluate progress through the use of appropriate assessments and records and regular yearly analysis of this data.
  - Evaluate the teaching of the subject by the monitoring of teachers' plans and through work analysis, identify effective practice and areas for improvement, and take appropriate action to improve further the quality of teaching.
  - Enable all teachers to achieve expertise in planning for and teaching the subject through example, support and by leading or providing high quality professional development opportunities.
  - Ensure that the SLT and governors are well informed about policies, plans, priorities and targets for the subject and that these are properly incorporated into the school development/improvement plan.
  - Support the SLT by maintaining efficient and effective management and organisation of learning resources, by developing or identifying new resources including ICT applications to the subject.
  - Be aware of and respond appropriately to any health and safety issues raised by materials, practice or accommodation related to the subject.
  - Support the SLT by maintaining efficient and effective management of the expenditure for the subject.
  - Help colleagues to create a stimulating learning environment for the teaching and learning of the subject.
  - Take on any additional responsibilities which might from time to time be reasonably determined.
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## **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.

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## Person Specification

Criteria	Essential	Desirable	How tested
Qualification	QTS, or on track to gain QTS before appointment. Degree or equivalent qualification. Commitment to ongoing professional development.	Relevant training in EYFS, KS1, phonics, SEND, behaviour or assessment.	Application form. Certificates. Interview. References.
Experience	Experience of teaching or training in a primary setting. Ability to plan and teach effective lessons. Experience of using assessment to support pupil progress. Ability to work positively with colleagues, support staff and parents/carers.	Experience in EYFS or KS1. Experience of teaching early reading and phonics. Experience supporting pupils with SEND. Subject leadership experience, where applicable.	Application form. Interview. Lesson observation/task. References.
Knowledge and Skills	Secure understanding of the Teachers' Standards. Good knowledge of how young children learn. Ability to create a safe, stimulating and well-organised classroom. Ability to adapt teaching to meet pupils' needs. Secure understanding of safeguarding responsibilities. Good communication,	Knowledge of the EYFS framework and/or KS1 curriculum. Knowledge of effective phonics, early reading and early mathematics practice. Ability to deploy support staff effectively.	Application form. Interview. Lesson observation/task. Safeguarding questions. References.

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	organisation and time-management skills.		
Personal attributes	Warm, child-centred and reflective. High expectations for all pupils. Committed to inclusion and positive relationships. Flexible, resilient and well organised. Able to work collaboratively as part of a team. Willing to learn, seek feedback and develop practice.	Enthusiasm for the wider life of the school. Interest in developing subject leadership or wider responsibilities over time. Commitment to working across the Federation and Trust.	Application form. Interview. Lesson observation/task. References.

ECTs are welcome to apply. Evidence may be drawn from teaching placements, training experience and professional references.

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