

Recruitment Pack

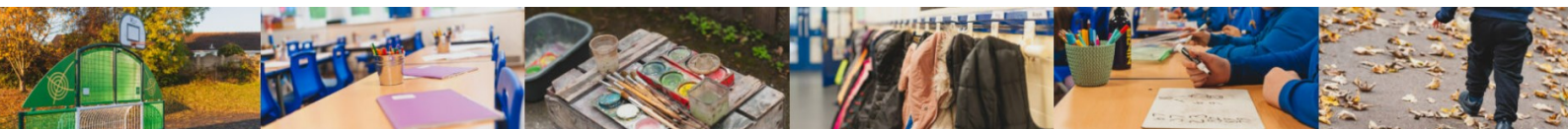
# Class Teacher Steel City Schools Partnership



**Steel City**  
Schools Partnership

## Class Teacher (Various Positions across the Trust)

Job Title	Class Teacher
Responsible to	Headteacher
Salary	Main Pay Scale / Upper Pay Scale
Contact	Headteacher



# Job Description - Class Teacher

## JOB PURPOSE

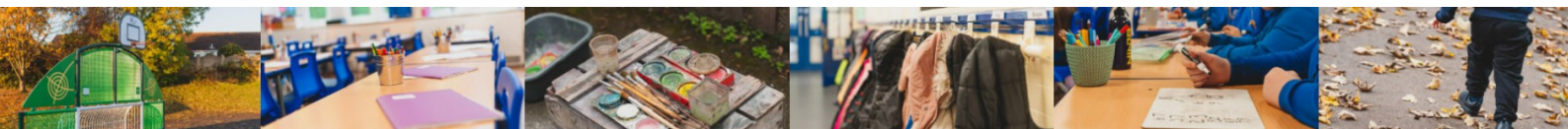
To carry out the statutory professional duties of a teacher, as laid down in the School Teachers' Pay and Conditions of Service Document in the light of the procedures, policies and guidelines adopted by the Board of Trustees and the Local School Committee.

## AREAS OF RESPONSIBILITY AND KEY TASKS

### Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge pupils and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- identifying SEN or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- using a variety of teaching methods to: match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;
- using effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
- encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
- using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.



## Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically and keep records;
- to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- prepare and present informative reports to parents.

## Curriculum Development

- contribute to team responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and / or maintenance;
- contribute to the whole school's development activities;
- attend whole staff meetings;
- consult with curriculum leaders;
- co-operate with the Headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

## Other Professional Requirements

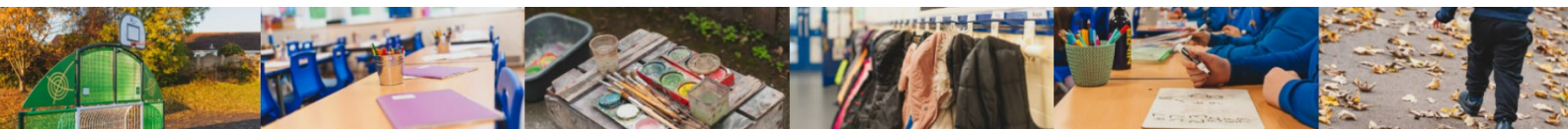
- establish and maintain effective working relationships with professional colleagues, acknowledging the need for mutual support;
- take responsibility for your own professional development;
- safeguard self from the destructive dangers of overwork and at all times seek to retain a healthy balance in your professional and personal life;
- be familiar with all school policies including child protection procedures, health and safety policies and current SEN codes of practice.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

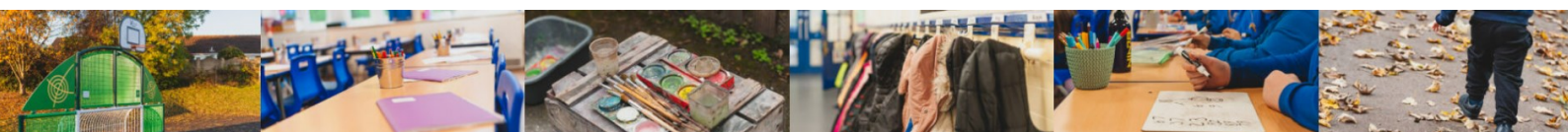
This job description may be amended at any time following discussion with the Headteacher.

**We expect the successful candidates to work within our collaborative spirit and ethos, and build on the successes of the individual schools by working in conjunction with others to raise standards and enhance the outcomes for the pupils, families and communities we serve.**



## Person Specification / Profile – Class Teacher

Key Areas	Method of Assessment: Interview, Application Form, Assessment Exercises, References
<b>(i) Professional Experience</b>	
<ul style="list-style-type: none"> <li>• QTS (Qualified Teacher Status)</li> <li>• Evidence of participation in professional development or study</li> <li>• Successful teaching experience or evidence of successful completion of initial teacher training</li> <li>• Working in a socially and culturally diverse school community</li> <li>• Knowledge of the National Curriculum requirements</li> <li>• Understands and is familiar with teaching and learning strategies</li> </ul>	<p>Application Form</p> <p>Application Form</p> <p>Application Form, References</p> <p>Application Form. References</p> <p>Application Form, Interview, References</p> <p>Application Form, Interview, References</p>
<b>(ii) Ability to work within a professional team and to develop and promote the Trust's ethos and values within the Primary Phase</b>	
<ul style="list-style-type: none"> <li>• Teaching to a high standard</li> <li>• Relates to and motivates pupils</li> <li>• Works well within and contributes to team development</li> <li>• Understands and values the processes of planning monitoring and evaluation as an aid to raising standards</li> <li>• Good classroom management</li> <li>• Evidence of a commitment to an equal opportunities policy both in service employment</li> </ul>	<p>Application Form, Interview, References</p> <p>Application Form, Interview, References</p> <p>Interview, References</p> <p>Interview, References</p> <p>Interview, References</p> <p>Application Form, Interview, References</p>
<b>(iii) Ability to Communicate Clearly</b>	
<ul style="list-style-type: none"> <li>• Good written and oral communication skills</li> <li>• Good presentational and ICT skills</li> <li>• Clear and effective in meetings and in one-to-one discussions</li> <li>• Skilled in conflict resolution</li> </ul>	<p>Assessment Exercises, Interview</p> <p>Assessment Exercises, Interview</p> <p>Application Form, Assessment Exercises</p> <p>Application Form, Assessment Exercises</p> <p>Interview</p>
<b>(iv) Ability to Lead</b>	
<ul style="list-style-type: none"> <li>• Clear vision for the future of education and able to think strategically, to identify opportunities for future developments and improvements</li> <li>• Identify a need for and understand a clear process for the implementation of change and improvement</li> <li>• Respond effectively and efficiently to daily challenges</li> <li>• To make decisions on the basis of sound judgement</li> <li>• Identify potential for individual development</li> <li>• Have strategies to monitor and evaluate developments</li> <li>• Have mentoring, motivational and coaching skills</li> <li>• Be a professional role model</li> </ul>	<p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p> <p>Application Form, Interview</p>



## (v) Personal Qualities

• Be enthusiastic and determined	Application Form, Interview
• Able to work under pressure and recognise and manage stress	Application Form, Interview
• Have flexibility, sensitivity and tact	Application Form, Interview
• Commitment to ongoing and professional development	Application Form, Interview

## Ready to Apply?

Discussions about the role and visits to the school are strongly encouraged. For an initial discussion, please contact the Headteacher of the school.

You can find further information about the schools and Steel City Schools Partnership by visiting our website: [www.scsp.org.uk](http://www.scsp.org.uk)

Applications for this post are to be submitted through the **My New Term** website.  
<https://mynewterm.com/trust/Steel-City-Schools-Partnership/4828>

All appointments are made to the Trust.

We expect the successful candidate to work within our collaborative spirit and ethos, by building on the successes of the individual schools by working in conjunction with others to raise standards and enhance the outcomes for the pupils, families and communities we serve.

The Trust is committed to safeguarding and promoting the welfare and safety of children and vulnerable adults and expect all staff to share this commitment. All successful candidates will be required to complete an Enhanced Disclosure and Barring Service Check .

We value our diverse workforce and aim to work together to make the most of our differences.  
We welcome applications from everyone.

