



HAGBOURNE CE PRIMARY SCHOOL

Job details

Job title: Class teacher

Salary: MPS

Contract type: Part time, fixed term contract

Responsible to: Headteacher and Governors

Main purpose

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
- Maintain the positive ethos and promote the values of the school
- Plan and deliver effective lessons which deliver good progress and achievement for all pupils
- Be responsible for the pastoral well-being of pupils
- Build positive relationships with pupils, staff, parents and governors which support the work of the school
- Play a significant role in the life of the school and contribute to whole school development
- Provide a model of good practice for aspects of teaching and learning
- Contribute to raising achievement beyond your own class

Duties and responsibilities

Main Pay Range teachers are required to act in accordance with the school's ethos, policies and practices, under the direction of the Headteacher.

Teaching

- Plan and teach well-structured lessons to assigned classes, within the context of the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Demonstrate understanding of different styles of learning and how these are accommodated
- Demonstrate ability to reflect and evaluate teaching and the impact on learning, children's attitudes and behaviour
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by pupils. Use data effectively to review and evaluate progress and attainment.
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests (where appropriate)
- Manage behaviour effectively to ensure a good and safe learning environment

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school (this may involve taking collective worship, attending events, taking after school clubs, arranging sporting events etc)



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- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils in accordance with the school's Child Protection and other relevant policies and KCSIE.
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Management of staff and resources

- € Direct and supervise support staff assigned to you and, where appropriate, other teachers.
- € Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff (where appropriate).
- € Deploy resources delegated to you in accordance with school policies.

Professional development

- Take part in the school's appraisal procedures and review of own performance.
- Take part in further training and professional development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers in accordance with the school ethos, policies and practices
- Provide quality, accurate, professional reports for parents

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues
- Participating in administrative and organisational tasks, including the direction or supervision of persons providing support for the teachers in the school, which require the exercise of your professional skills and judgment.

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff
- Deploy resources delegated to them



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Other areas of responsibility

- The teaching, learning and assessment of pupils
- Contributing to the review, development and management of a curriculum area (if not an ECT)

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person specification

Criteria	Qualities
Qualifications and experience	<ul style="list-style-type: none"> ● Qualified teacher status ● Degree ● Successful primary teaching experience
Skills and knowledge	<ul style="list-style-type: none"> ● Knowledge of the National Curriculum ● Knowledge of effective teaching and learning strategies ● A good understanding of how children learn ● Ability to adapt teaching to meet pupils' needs ● Ability to build effective working relationships with pupils ● Knowledge of guidance and requirements around safeguarding children ● Knowledge of effective behaviour management strategies ● Good ICT skills, particularly using ICT to support learning
Personal qualities	<ul style="list-style-type: none"> ● A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school ● High expectations for children's attainment and progress ● Ability to work under pressure and prioritise effectively ● Commitment to maintaining confidentiality at all times ● Commitment to safeguarding and equality

Notes:

This job description may be amended at any time in consultation with the postholder.



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Last review date:

Next review date:

Headteacher/line manager's signature:

Date:

Postholder's signature:

Date:
