



KOINONIA FEDERATION CLASS TEACHER JOB DESCRIPTION

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| Job Title | Primary Class Teacher | Location | Christ Church/ Woolwich/ Greenwich Peninsula |
| Reports to | Headteacher Executive Co- Headteachers | Function | Teaching Staff |

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| Purpose | <p>To support the Executive Co-Headteachers and Governing Body in establishing and implementing the Federation mission and direction ensuring excellence in academic achievement and strong Christian ethos and values deeply embedded and visible amongst all pupils and staff across the Federation. <u>Mission Statement and Vision.</u></p> <p>To be responsible for teaching and learning and to carry out the professional duties of a teacher as defined in the Schoolteacher's Pay and Conditions Document.</p> |
| Scope | To be responsible for the educational development of your class(es), their pastoral care and to deliver the age appropriate curriculum. |
| Key Contacts | <p>Internal: <u>Senior Leaders</u></p> <ul style="list-style-type: none"> ▪ Mrs Claire Harrison ▪ Mrs Victoria Wainwright ▪ Ms Di Savva Brown ▪ Ms Sam Reid ▪ Mrs Dayo Ajayi ▪ Mrs Ranj Badesha ▪ Mrs McCullough |
| <p>Accountabilities</p> <p><i>This statement template aims to set out the main accountabilities of the job identified above. It is in no way exhaustive and the jobholder's will be expected to carry out any other duties as required and as</i></p> | <ul style="list-style-type: none"> ▪ To plan and review teaching strategies in order to maintain the high standards and quality of learning experiences required by individual pupils and the class as a whole. ▪ To identify the needs of individual children and groups and plan differentiated and personalised activities and interventions. ▪ To have a commitment to the children and the quality of their experiences by catering for the range of needs of all the children in the classroom. ▪ To develop and maintain a high standard of classroom management, providing a stimulating, happy, safe and supportive learning environment. ▪ To foster positive self-esteem in pupils and hold high expectations of children's work and behaviour. |

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| <p><i>commensurate with their grade/level in the Federation and subject to the Federation providing any necessary training.</i></p> | <ul style="list-style-type: none"> ▪ To take responsibility for the welfare and safety of all children on roll, but specifically for the class to which you are teaching. ▪ To monitor children's progress through ongoing and formal assessments, keep meaningful records of achievement, and inform parents in line with school policies. ▪ To engage in and maintain a dialogue with parents about their children's development. ▪ To co-ordinate the work of support staff in the classroom. ▪ To support the Leadership Team and Governors in creating an effective primary school, carrying out any reasonable requests made by them. ▪ To form good relationships with parents, colleagues and school governors. ▪ To ensure the SENCO is kept informed about the progress of pupils with SEN. ▪ To ensure that any concerns relating to Child Protection issues are forwarded to the DSL and reported on CPOMS. ▪ To plan collaboratively with, and contribute positively to, the whole school team to ensure consistency and continuity in the curriculum offered. ▪ To actively engage in the approved performance management scheme and relevant INSET activities / staff meetings. ▪ To be prepared to participate in after school activities such as clubs, discos, fundraising events, performance and school social events. ▪ To contribute to your own and your colleagues' professional development by contributing in a positive manner to the school's organisational and curriculum development. ▪ To fully support the Christian ethos of the school by promoting Christian values, participating and leading in collective worship and ensuring prayers are said at the end of the school day. <p>Serving a Diverse Community</p> <ul style="list-style-type: none"> ▪ To fully participate in initiatives, across the curriculum and Key Stages, to substantially improve the achievement of all pupils in accordance with the Federation Improvement Plan. |
| <p>Skills, experiences, qualifications and competencies</p> | <p>Qualifications and Experience</p> <ul style="list-style-type: none"> • Qualified Teacher Status <p>Key Skills</p> <ul style="list-style-type: none"> ▪ Provides and works within a broad, balanced and relevant curriculum, matching the appropriate age phases ▪ Delivers effective lessons using a range of teaching and learning styles ▪ Plans and review teaching strategies in order to maintain the high standards and quality of learning experiences required by individual pupils and the class as a whole ▪ Identifies the needs of individual children and groups, planning differentiated and personalised activities and interventions ▪ Promotes and maintains a safe, well-organised, happy and stimulating learning environment ▪ Maintains appropriate records, reports and methods of assessment, analysing data to improve performance, including ICT ▪ Supports and help colleagues by positive contribution and regular attendance at staff meetings |

- Fully participates in initiatives, across the curriculum and Key Stages, to substantially improve the achievement of all pupils
- Attends relevant INSET which has a direct impact on teaching and learning in the classroom
- Co-ordinates the work of support staff in the classroom
- Engages in and maintains a dialogue with parents about their child's development
- Forms good relationships with parents, colleagues, school governors and the community

Personal Qualities

- Good organisational skills
- Excellent time keeper
- Approachable, empathetic and enthusiastic
- Ability to be decisive, consistent and to set priorities
- Effective communicator (both orally and in writing) to a variety of audiences
- Maintaining personal motivation and others morale with the ability to adapt to change in a positive way
- Ability to develop good relationships within a team and ability to be a supportive team player
- Commitment to personal professional development
- Ability to relate well to all involved in school life, showing sensitivity, consideration but also a sense of humour when needed!

Standards

- To carry out all duties with due regard for health and safety at work regulations.
- Commitment to the Christian ethos of the school.
- Commitment to promote equal opportunities in line with the council's and school's equal opportunity policies
- Commitment to the school's Mission Statement, promoting the school's aims positively and enhancing the school's ethos
- A willingness to work throughout the Primary school
- An understanding of Health and Safety issues
- Commitment to safeguarding and promoting the welfare of all children