



## WESTCOUNTRY SCHOOLS TRUST JOB DESCRIPTION

Job Title:	Class Teacher
Location:	Across the Trust (based at Woodlands Park Primary School currently)
Grade/salary:	MPS/UPS
Hours:	Full Time
Reports to:	Headteacher

### **Job Purpose**

The class teacher supports the effective operation of the trust and works to uphold and promote its vision and values.

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies. To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils aged 4-11 and support a designated curriculum area as appropriate.

### **Duties and Responsibilities**

At all times demonstrate and uphold WeST's core values, ensuring that behaviour, actions and decisions align with the principles that guide our work.

### **Pupil Care:**

- to promote and safeguard the welfare of children ensuring that pupils under your care are safe from physical and emotional harm
- to ensure pupils feel safe and valued
- to have a secure understanding of the school's child protection and safeguarding policies and procedures

### **Teaching and Learning:**

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 children with special educational/additional needs or very able pupils and ensuring that work is adapted appropriately for them
- provide clear structures for lessons maintaining pace, motivation and challenge
- make effective use of assessment and ensure coverage of programmes of study
- ensure effective teaching and best use of available time • monitor and intervene to ensure sound learning and discipline
- use a variety of teaching methods to:
  - I. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
  - II. use effective questioning, listen carefully to pupils, and address any errors or misconceptions.
- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- evaluate their own teaching critically to improve effectiveness
- take 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
- encourage pupils to communicate about and record their learning, develop self control and independence, concentrate and persevere, and listen attentively • use a variety of teaching strategies which involve planned adult intervention and first hand experience.

### **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 following the school agreed policy, give constructive feedback and share targets as required
- 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
- to build and maintain co-operative relationships with parents/carers and to communicate with them on pupils learning and progress, drawing attention to special skills and talents as well as to problems or difficulties
- to provide and contribute to oral and written assessments and reports.

### **Other Professional Requirements**

- have a working knowledge of teachers' professional duties and legal liabilities
- operate at all times within the stated policies, practices and ethos of the school
- follow and ensure others comply with school and local policies and procedures for safeguarding, child protection and health and safety
- establish effective working relationships and set a good example through their presentation and personal and professional conduct

- endeavour to give every child the opportunity to reach their potential and meet high expectations
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
- take responsibility for their own professional development and duties in relation to school policies and practices
- establish and maintain effective working relationships with colleagues and parents
- take on any additional responsibilities which might from time to time be determined.

To act in accordance with, and actively promote, all Trust policies, including Safeguarding, Health and Safety and Equality & Diversity.

To participate in Continuing Professional Development (CPD relevant to the role and to engage in Performance Development Reviews (PDRs).

Preparing and contributing to Trust wide development by sharing best practice and delivering/receiving professional feedback.

To retain confidentiality and maintain data and/or files in accordance with Trust policies for data governance, as appropriate for the role.

*This job description provides a general reflection of the main duties and responsibilities of the post at the date of production. You may be expected to take on other reasonable activities deemed to be within the character of the post to assist in efficient service delivery. The duties may change over time as requirements and circumstances evolve without changing the general character of the post or level of responsibility.*

## PERSON SPECIFICATION

Method of Assessment The table indicates the possible method/s by which the skills/knowledge/level of competence in each area will be assessed.	Essential or Desirable	Application Form	Interview (or others election activity )
<b>VALUES-BASED BEHAVIOURS - It is important to us that your values align with ours:</b>			
<b>Collaboration:</b>			
We are "Stronger Together," sharing expertise across the trust to lift every school	E		X
<b>Aspiration:</b>			
We refuse to accept that geography or disadvantage dictates destiny	E		X
<b>Integrity:</b>			
We act ethically, transparently, and with financial propriety	E		X
<b>Compassion:</b>			
We recognise need and act with positive intention to support wellbeing	E		X
<b>Respect:</b>			
We value diversity, listen to our communities, and treat every individual with dignity	E		X
<b>QUALIFICATIONS:</b>			
First degree with QTS or First degree & Post-graduate Certificate in Education or equivalent.	E	X	
QTS/QTLS.	E	X	
English & Maths GCSE.	E	X	
<b>EXPERIENCE:</b>			
Teaching experience with the age range applying for.	E	X	
<b>KNOWLEDGE, SKILLS AND ABILITIES:</b>			
Create a stimulating and safe learning environment.	E	X	X
Establish and maintain a purposeful working atmosphere.	E		X
Plan, prepare and deliver the curriculum as relevant to the age and ability group/subject that you teach, other relevant initiatives and the school's own policies.	E		X
Assess and record the progress of pupils' learning to inform next steps and monitor progress.	E		X

Demonstrate a commitment to equal opportunities and use a variety of strategies and practices to promote the diverse cultural and equality issues in the classroom.	E		X
Teach using a wide variety of strategies to maximise achievement for all children including those with special educational needs and high achievers and to meet differing learning styles.	E	X	X
Encourage children in developing self-esteem and respect for others.	E	X	X
Deploy a wide range of effective behaviour management strategies, successfully	E		X
Communicate to a range of audiences (verbal, written, using ICT as appropriate).	E	X	X
Use ICT to advance pupils' learning, and use common ICT tools for their own and pupils' benefit.	E	X	X
<b>FURTHER REQUIREMENTS:</b>			
Right to work in the UK.	E		X
Successful candidate will be subject to an enhanced Disclosure and Barring Service Check.	E		X
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