



WESTCOUNTRY SCHOOLS TRUST JOB DESCRIPTION

Job Title:	Class Teacher
Location:	Glen Park Primary
Grade/salary:	MPS/UPS
Reports to:	Head Teacher
Responsible for:	Professional Standards for Teachers (September 2012). It is your responsibility to ensure that your professional skills, knowledge and understanding are up to date and match the requirements of your current post. The school will provide support. The Head Teacher is responsible for deployment, direction, guidance, monitoring and support and will provide feedback about performance.

Job Purpose

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

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
- 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 and 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
- 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
- establish and maintain effective working relationships with colleagues and parents
- take on any additional responsibilities which might from time to time be determined.

WeST is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is subject to a satisfactory enhanced DBS check. On interview applicants will be asked for photo identification and proof of qualifications.

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

2. To participate in Continuing Professional Development (CPD relevant to the role and to engage in Performance Development Reviews (PDRs).
3. Preparing and contributing to Trust wide development by sharing best practice and delivering/receiving professional feedback.
4. To retain confidentiality and maintain data and/or files in accordance with Trust policies for data governance, as appropriate for the role.

The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

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

E = Essential, D = Desirable

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 other selection activity)
VALUES-BASED BEHAVIOURS - It is important to us that your values align with ours:			
Compassion:			
Recognising need in others and acting with positive intention to promote well-being and improve outcomes	E		X
Aspiration:			
Works to high expectations, modelling the delivery of high-quality outcomes	E		X
Showing passion, persistence and resilience in seeking creative solutions to strive for continuous improvement and excellence	E		X
Integrity:			
Acting always in the interests of children and young people,	E		X
Acting with a consistent and uncompromising adherence to strong moral and ethical principles	E		X
Communicating with transparency and respect, creating a working environment based on trust and honesty	E		X
Collaboration:			
Creating a shared vision and working effectively across boundaries in an equitable and inclusive way to skilfully influence and engage others	E		X
QUALIFICATIONS:			
Qualified Teacher Status	E	X	X
EXPERIENCE:			
Experience of teaching within the primary age range.	E	X	X
A good understanding of the National Curriculum.	E	X	X
KNOWLEDGE, SKILLS AND ABILITIES:			
A commitment to the vision and ethos of the school, including a creative, enthusiastic and committed approach to learning together in the best interests of the children.	E	X	X
A commitment to high quality lesson planning, high expectations of pupil achievement and a record of pupil success as a result of your teaching.	E		X
The ability to assess pupils' learning and take part in tracking their progress through the school.	E		X
An awareness of the importance of safeguarding children and the promotion of child welfare	E	X	X
Good classroom organisation skills, including a clear approach to behaviour management.	E	X	X
Experience of delivering the Read, Write Inc phonics programme	D	X	X

PERSONAL QUALITIES AND ATRIBUTES:			
Ability to demonstrate a high level of commitment and professionalism.	E		X
Resilient, positive approach and hard working.	E		X
An ability to work with a range of colleagues in a team and to make a positive contribution to the wider life of the school.	E	X	
Be adaptable and flexible, calm under pressure	E	X	X
The ability to form effective, positive and supportive relationships with children, staff, parents and outside agencies	E	X	
An ability to respond to innovation and adapt your existing practice as a teacher, in the light of experience.	D		X