



Job details

Job title: Class teacher – primary school

Salary: **MPS & UPS**

Contract type: Permanent

Reporting to: Assistant Head / Deputy Head / Headteacher

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

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following 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
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes for pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes

- Provide cover in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and well-being of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development to improve your teaching practice
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

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

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

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 post holder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person specification

This acts as the selection criterion and gives an outline of the type of person and the characteristics required to do the job.

How measured, 1 = application form, 2 = Interview, 3 = Test, 4 = Proof of Qualification, 5 = Practical Exercise

Qualities Essential - without which the candidate would be rejected

Desirable - useful for choosing between two good candidates

Criteria	Qualities Essential	How measured	Desirable	How measured
Qualifications and experience	<ul style="list-style-type: none"> • Qualified teacher status • Degree • Successful primary teaching experience • Using data to inform target setting and planning 	1, 2	<ul style="list-style-type: none"> • Working with children with English as an additional language • If an experienced teacher, evidence of ongoing CPD 	1, 2 1, 2
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 	1, 2	<ul style="list-style-type: none"> • Able to coach and mentor others 	1, 2

	<ul style="list-style-type: none"> • 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 	1, 2		
Equality Issues	<ul style="list-style-type: none"> • Demonstrable commitment to inclusive teaching and learning • Awareness of the effect of discrimination on pupils, parents, colleagues and policy 	2 1, 2		
Specialist Knowledge	<ul style="list-style-type: none"> • Subject/KS, curriculum knowledge 	1, 2	SATS experience	1, 2

Notes: This job description may be amended at any time in consultation with the post holder.

We will consider any reasonable adjustments under the terms of the Equality Act (2010), to enable an applicant with a disability (as defined under the Act) to meet the requirements of the post.

The Job-holder will ensure that Luton Borough Council's policies are reflected in all aspects of his/her work, in particular those relating to;

- (i) Equal Opportunities
- (ii) Health and Safety
- (iii) Data Protection Act (2018) and General Data Protection Regulation (2018)