



## JOB DESCRIPTION

Job Title:	Class Teacher
Location:	Across Westcountry Schools Trust (initially based at Holbeton Primary School)
Salary:	MPS–UPS (FTE £32,916 – £51,048)
Hours:	0.6 Wednesday, Thursday & Friday
Reporting to:	Mrs S. Honywill, Headteacher
Responsible for:	The learning, progress and wellbeing of pupils within the assigned class

### Job Purpose

The Class Teacher will contribute to the effective operation of Westcountry Schools Trust and actively uphold and promote its vision and values. The post holder will be responsible for delivering high-quality teaching and learning, ensuring every pupil makes strong progress academically, socially and emotionally within a safe, inclusive and stimulating learning environment. The role supports pupils to become confident, independent learners and positive contributors to the school and wider community.

### Key Duties and Responsibilities

#### Professional Responsibilities

- Demonstrate and uphold Westcountry Schools Trust core values in all aspects of professional practice
- Take responsibility for the learning, progress and outcomes of all pupils in the class
- Set and maintain high expectations for achievement, behaviour and conduct
- Build professional relationships with pupils founded on mutual respect and trust
- Work collaboratively with colleagues, parents/carers and external professionals
- Work within statutory frameworks, including the Teachers' Standards and School Teachers' Pay and Conditions Document
- Promote equality, diversity and inclusion in all aspects of school life

### **Teaching and Learning**

- Plan, deliver and evaluate engaging lessons in line with the National Curriculum and school policies
- Prepare and adapt teaching materials to meet diverse learning needs
- Use assessment effectively to inform planning, provide feedback and secure pupil progress
- Differentiate teaching to support all learners, including pupils with SEND, EAL and high prior attainment
- Promote high standards of literacy, numeracy and spoken English
- Provide regular, meaningful feedback that supports pupil reflection and improvement
- Use assessment data strategically to monitor progress and address gaps in learning
- Set appropriate homework and out-of-class learning activities
- Participate in statutory assessments and moderation activities as required

### **Behaviour, Welfare and Safeguarding**

- Establish a safe, purposeful and positive learning environment
- Manage behaviour consistently in line with school behaviour policies
- Promote positive attitudes, resilience and independence in learners
- Act as a positive role model at all times
- Carry out supervisory duties as directed
- Safeguard and promote the welfare of children and young people, following all Trust safeguarding policies and procedures
- Report safeguarding concerns promptly and appropriately in line with statutory guidance

### **Teamwork and Contribution to School Life**

- Participate fully in staff meetings, INSET, assemblies and professional learning activities
- Work collaboratively with colleagues to share good practice and improve outcomes
- Support and deploy Teaching Assistants effectively
- Contribute to curriculum development and wider school improvement as appropriate
- Provide cover for absent colleagues in line with professional expectations

### **Administration**

- Complete registers and undertake routine administrative tasks efficiently
- Maintain accurate records of pupil progress, attendance and wellbeing

### **Professional Development**

- Engage actively in performance management and professional development
- Reflect on and improve teaching practice through feedback and self-evaluation
- Participate in Trust-wide CPD and collaboration opportunities
- Promote and adhere to all Trust policies, including Safeguarding, Health & Safety and Equality

- Maintain confidentiality and manage data in line with GDPR and Trust data protection policies

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 reflects the main responsibilities of the role at the time of writing. The post holder may be required to carry out other reasonable duties consistent with the role as circumstances evolve.

## PERSON SPECIFICATION

E = Essential, D = Desirable

<b>Method of Assessment</b> 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)
<b>Qualifications:</b>			
Qualified Teacher Status	E	✓	
Evidence of CPD and commitment to further professional development	D	✓	
<b>Experience:</b>			
Teaching experience across Early Years Foundation Stage	D	✓	
Experience of planning and managing the work of TAs	E	✓	✓
Experience of working effectively in a team	E	✓	✓
Working in partnership with parents	D	✓	
<b>Knowledge, Skills and Abilities:</b>			
Build high quality, appropriate and successful relationships with children and stakeholders	E	✓	✓
Have knowledge of the statutory requirements of the National Curriculum	E	✓	✓
Use creative approaches to teaching and learning	E	✓	✓
Knowledge of forest schools and using the outdoor learning environment	D	✓	
Developing links between schools and the community	D	✓	✓
<b>Personal Characteristics:</b>			
Good interpersonal skills	E	✓	✓
Willingness to work as part of a team	E	✓	✓
A good sense of humour	E	✓	✓

