



Class Teacher - Job Description

General Professional Duties

In line with the current School Teachers' Pay and Conditions Document, the post holder will carry out the professional duties of a teacher, including those duties particularly assigned by the Head Teacher.

The post holder will have a class teaching commitment within the age range of the school.

Particular Duties & Responsibilities

The post holder, subject to the Conditions referred to above, in accordance with any directions which may reasonably be given to him/her by the Head teacher.

- ✚ To promote the aims and objectives and ethos of the school
- ✚ To help and support the development of policies and the procedures through which they will be achieved
- ✚ To manage own resources including support staff
- ✚ To monitor progress and attainment of the children within your care

Key Outputs

- ✚ Effective learning and progress for all children in the class you are responsible for as well as across the school in all areas
- ✚ All children included and able to access learning
- ✚ Inspiring and well organised approaches to teaching and learning in your personal teaching as well as across the school
- ✚ Standards in all areas in line with/in excess of nationally expected standards
- ✚ Staff confident in their roles – All staff fully involved and integrated – Staff needs supported through professional development
- ✚ Appropriate resources available to support learning
- ✚ Pastoral curriculum and systems of pastoral care in place to ensure the rounded educational development of children
- ✚ Positive and supportive school ethos evident
- ✚ School is a positive experience for all children – All children safe and secure
- ✚ Confident, considerate and caring attitudes evident amongst children
- ✚ High standards of care and behaviour for all children
- ✚ Rigorous processes of monitoring and evaluation implemented – celebrating successes and identifying areas for further development
- ✚ Clear, visionary school improvement agenda established and implemented

Competencies

- ✚ Ability to realise and develop high standards and clear progress in learning
- ✚ Thorough and up to date knowledge of strategies to encourage, promote and maximise learning across the curriculum and in specific areas of responsibility

- ✚ Clear communication and questioning techniques
- ✚ Effective planning, organisational, classroom management and assessment skills
- ✚ Ability to engage minds and inspire interest
- ✚ Supportive and caring disposition – Very strong inter personal skills
- ✚ Facilitator of continuing professional development to support needs of the school community
- ✚ Thorough and up-to-date knowledge of curriculum requirements and approaches to curriculum organisation
- ✚ Thorough understanding of what constitutes quality learning and teaching
- ✚ Ability to review, plan, implement and evaluate projects
- ✚ Knowledge of elements to be included and developed through the pastoral curriculum and of pastoral support systems
- ✚ Able to delegate, plan and support the work of others
- ✚ Creativity
- ✚ Analytical skills re: data and evidence – Ability to analyse research and decide on the best ways to use evidence to impact on learning and teaching at Hempstalls School
- ✚ Analysis of data on a whole school basis and ability to weigh-up evidence and decide on possible courses of action
- ✚ Thorough knowledge of change management skills
- ✚ Prioritising, planning and organisational skills
- ✚ Management of good communication systems
- ✚ Leader of teams, able to work as part of a team
- ✚ Willing to reflect on and where appropriate modify practice in light of professional development and training
- ✚ Able to use and access ICT to support teaching and management role

Responsible to:

The Head Teacher

Amendment of Job Description

The particular duties/responsibilities listed may be reviewed from time to time at the request of the Head Teacher or post holder as circumstances make necessary.

They may be amended only after reasonable consultation. In the exceptional situation of mutual agreement not being achieved, the individual teacher or Head Teacher will be able to pursue the matter in accordance with the school's grievance procedure.