****

**JOB DESCRIPTION**

|  |  |
| --- | --- |
| **POSITION:** | CLASSROOM TEACHER |
| **REPORTS TO:** | HEADTEACHER/DEPUTY HEADTEACHER |
| **RESPONSIBLE FOR:** | PRIMARY AGE CLASS (3- 11 years) |
| **GRADE:** | MAIN PAY RANGE |

|  |  |
| --- | --- |
| **1.** | **KEY PURPOSE OF THE JOB**  To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers’ Pay and Conditions document, having due regard to the requirements of the National Curriculum, LA and school policies. |
| **2.** | **MAIN ACTIVITIES Teaching:**   1. To take responsibility for planning and implementing appropriate   work programmes for all children in the designated class, within the  framework of national and school policies.   1. To ensure a close match between the learning experiences offered, and   the individual needs of the children in the class, so as to give each child  an opportunity to achieve to the maximum of his/her capability.   1. To maintain assessment records and report on pupils’ progress to senior   staff and to parents and carers, in accordance with school policy.   1. To set high expectations which inspire, motivate and challenge pupils. 2. To provide children with opportunities to manage their own learning and   become independent learners.   1. To arrange for resources, equipment and materials to be available in such a   way that they are properly cared for, easily accessible and will encourage  the children to become more responsible for their own learning.   1. To create a secure, safe, happy and stimulating classroom   environment, maintaining the highest standards of organisation and discipline, including a high standard of display both in the classroom and in  other areas of the school.   1. To demonstrate good subject knowledge and curriculum knowledge. 2. To plan and teach well-structured lessons. 3. Adapt teaching to respond to the strengths and needs of all pupils. 4. To make accurate and productive use of assessment. 5. To make appropriate educational provision for children with SEN   and those learning EAL. |

|  |  |
| --- | --- |
| **3.** | **PROFESSIONAL EXPECTATIONS**    **Working with children:**   1. To manage behaviour effectively to ensure a good and safe learning environment. 2. To foster each child’s self-image and esteem and establish relationships which   are based on mutual respect.   1. To have due regard for the safeguarding and wellbeing of all children at   the school.   1. To work closely with colleagues to undertake medium and short   term planning and the implementation of agreed schemes of work.   1. To communicate and consult with parents and carers and with   outside agencies, as necessary, about children’s progress and attainment.   1. To liaise with support staff both school based, from the LA & from   other external bodies as required.   1. To take responsibility for the management of other adults in the classroom. 2. To work with subject and team leaders to ensure that the   children experience a broad, balanced, relevant and stimulating curriculum. |
|  | **Working within a school setting:**   1. To ensure that the school’s aims and objectives in relation to the   curriculum, equal opportunities and discipline are promoted in every  day classroom organisation and practice.   1. To undertake any other reasonable and relevant duties in accordance   with the changing needs of the school.   1. To take up the opportunity for continuous professional development   through self-directed reading, courses and in-service training.   1. To contribute to the maintenance of a caring and stimulating   environment for pupils.   1. To make a positive contribution to the wider life and ethos of the school. |
| **4.** | **SCHOOL ORGANISATIONAL OBJECTIVES**  The Post holder will contribute to the school’s objectives by:   * Adhering to Health and Safety requirements and initiatives as directed. * Ensuring compliance with Data Protection legislation. * At all times operating within the school’s Equal Opportunities framework. * Being committed and contributing to improving standards for pupils   and school improvement as a whole.   * Ensuring the safeguarding of all pupils. * Demonstrating consistently high standards of personal and professional conduct. |
| **5.** | **CONDITIONS OF SERVICE**  Governed by the National Agreement on Teachers’ Pay and Conditions, supplemented by local conditions as agreed by the governors. |
| **6.** | **SAFEGUARDING - and Promoting the Welfare of Children and Young People**   * To demonstrate a commitment to safeguarding and promoting the welfare   of children and young people, staff and volunteers.   * To demonstrate a thorough understanding of safeguarding and   safer recruitment policies and procedures, and their application within an |
|  | educational setting/environment in accordance with the current DfE statutory guidance for Keeping Children Safe in Education. |
| **7.** | **SPECIAL CONDITIONS OF SERVICE**  Because of the nature of the post, candidates are not entitled to withhold information regarding convictions.  The school is committed to safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed. This post is subject to disclosure and barring service checks. |
| **8.** | **EQUAL OPPORTUNITIES**  The post holder will be expected to carry out all duties in the context of and  in compliance with the School’s Equal Opportunities Policies. |

Date of issue: ………………………………………………

Signature of Post Holder: ………………………………….

Print Name: …………………………………………………

# Signature of Headteacher: ………………………………

# Print Name: …………………………………………………

**Personal Specification**

|  |  |  |
| --- | --- | --- |
| criteria | qualities Essential | desirable |
| **Qualifications  and experience** | * Qualified teacher status * Degree * Successful primary teaching experience in the primary phase. | * Evidence of continued career development |
| **Skills and knowledge** | * Knowledge of the National Curriculum * Knowledge of effective teaching and learning strategies * A sound grasp of the concept of inclusive practice. * A good understanding of how children learn * Ability to adapt teaching to meet pupils’ needs * The ability to create a safe and rich learning environment involving: * Clear ideas for, and demonstrated experience of, classroom organisation, planning and record keeping; * Ability to build effective working relationships with pupils * Knowledge of guidance and requirements around safeguarding children * Knowledge of effective behaviour management strategies * Classroom organisation and class management * Good ICT skills, particularly using ICT to support learning | * Knowledge of current educational issues. * Specialism in a subject of choice. |
| **Personal qualities** | * A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school * Good written and oral communication skills; * Flexibility and willingness to be involved in the school and see the school as a community. * 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 |  |