

Job Title:	Class Teacher Key Stage 1 & 2
Scale:	Main Scale
Responsible to:	The Headteacher and the Governors of the Academy
Relationships:	Liaison with the teaching and non-teaching staff of the Academy, Governors, Parents, Children, Advisers and other Professionals

Main Purpose:

- Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
- To carry out the professional duties covered by the current **School Teachers' Pay and Conditions Document**. The post holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of **Teachers' Standards**.
- Maintain the positive ethos and core values of the Academy, both inside and outside the classroom.

As a Class Teacher:

The Class Teacher will:

- Safeguard and promote the welfare of the pupils;
- Implement agreed HMFA policies and guidelines;
- Support initiatives decided by the Headteacher and Leadership Staff;
- Set high expectations which inspire, motivate and challenge pupils;
- Plan appropriately to meet the needs of all pupils, through a range of tasks;
- Be able to set clear targets, based on prior attainment, for pupils' learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- Keep appropriate and efficient records, integrating formative and summative assessment into planning;
- Work with Academy leaders to track the progress of individual children and intervene where pupils are not making progress;
- Report to parents on the development, progress and attainment of pupils;
- Promote the Academy's code of conduct amongst pupils, in accordance with the behaviour policy;
- Participate in meetings which relate to the Academy's management, curriculum, administration or organisation;
- Communicate and co-operate with specialists from outside agencies;

- Make effective use of ICT to enhance learning and teaching
- Lead, organise and direct support staff within the classroom;
- Participate in the performance management system for the appraisal of their own performance, or that of other staff.

Name of Post holder:

Date :

Signature of Post holder:

Signature of Headteacher

Person Specification

Post Title: **Main Scale**
 Class teacher

	Essential	Desirable
Qualifications		
Educated to degree level	✓	
Qualified teacher status	✓	
Experience		
Successful primary teaching experience	✓	
Professional Knowledge and Understanding		
Must have a sound knowledge of the Primary National Curriculum for all the subjects	✓	
A sound knowledge and understanding of the Foundation Stage Curriculum		✓
Knowledge of guidance and requirements surrounding Safeguarding Children	✓	
An understanding of curriculum and pedagogical issues relating to learning and teaching	✓	
Familiarity with KS1 and 2 Standardised Attainment Tests	✓	
Understanding of and commitment to the Academy policies, in particular: <ul style="list-style-type: none"> • Participation and implementation of the Academy Behaviour Policy • Awareness of Health and Safety implementation in the work place • Implementation of the Academy Equal Opportunities Policy 	✓	
Knowledge of effective strategies to include, and meet the needs of, all pupils in particular underachieving groups of pupils, pupils with EAL and SEND	✓	
Familiarity with writing and delivering effective Individual Provision Maps for pupils with SEN		✓

Professional Skills and Abilities		
A teacher with sound ICT knowledge and skills relating to the class teaching, able to demonstrate the effective use of ICT to enhance the learning and teaching	✓	
Must be able to plan lessons for all the pupils in a class, setting clear learning intentions and engaging tasks	✓	
Must be able to keep records of pupil progress in line with Academy policy	✓	
Must be able to use assessments of pupils learning to inform future planning	✓	
Ability to plan and work collaboratively with colleagues	✓	
Personal Qualities		
Must be willing and enjoy engaging parents in order to encourage their close involvement in the education of their children	✓	
A teacher with a flexible approach to work who enjoys being an effective team member	✓	
Must have good communication skills both orally and in writing	✓	
Must be able to manage own work load effectively	✓	
Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓	
Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit	✓	
To practice equal opportunities in all aspects of the role and around the work place in line with policy	✓	
To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post	✓	

Name of Post Holder:

Signature of Post Holder Date

Signature of Headteacher Date