



Felton C of E Primary School
Class Teacher Job Description

Post: Main scale Class Teacher

Job/Purpose: Class Teacher

Responsible for: the academic and personal development of a mixed age class

Responsible to: the Headteacher and Governors

Safeguarding

Everyone who works at Felton C of E Primary School has the responsibility for promoting the safeguarding and welfare of children and demonstrates their commitment to this by:

- Following school policy and procedures for safeguarding
- Being aware of the signs and symptoms of abuse
- Reporting all causes for concern to the DSL
- Carrying out the necessary risk assessments to ensure the safety of all pupils in the school learning environment both indoor and outdoor
- Attending appropriate CPD as required

Context and specific responsibilities of the Job:

- The post is fixed term Maternity cover from September 2019 - July 2020
- The post holder will work in a teaching environment with at least one teaching assistant
- The post holder will, in addition to the main duties detailed below:
 - share in the Development of TLA across school

Purpose of Job:

- To work towards our shared vision of '**An inspirational and nurturing Primary School where high aspirations and dedication to the development of the whole child secure the best possible academic and personal outcomes for all pupils**'
- To demonstrate a commitment to our Ethos and Christian Values, which underpin our shared school Vision, are distilled into a phrase of just 3 words:

Loving, Learning, Living

'**Loving, Learning, Living**' shapes a lens through which we can reflect on everything we do in school, helping us to remember our priorities and focus on who and what is important.

Loving God, ourselves, each other and being thankful and reverent about the world around us

Learning from all our experiences, good and bad, to gain the endurance, wisdom and humility to become our best selves

Living together in peace, friendship, trust and forgiveness, with the belief and compassion to enable everyone in our school to flourish and thrive

- To enable young children to make outstanding progress in their learning by building upon the skills they have when they join the class
- To assist all pupils to develop emotional security, self-belief and mature social skills to help them on their way to happy successful lives
- To nurture in all children, a love of learning and an excitement about coming to school each day
- To be accountable for the progress that the pupils make during an academic year
- To deliver a dynamic and relevant curriculum strongly underpinned by Christian values

Main Responsibilities of the Job: (All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not; therefore, an exhaustive list of what is required.)

Planning Learning:

1. Plan rich and stimulating learning activities that achieve outstanding progression in pupils' knowledge and understanding by:

- Identifying clear learning objectives and learning content, and ensure that pupils being taught are challenged at their current level of understanding
- Setting exciting and intriguing tasks for whole class learning, small group learning and self-initiated, exploratory learning
- Setting clear targets for pupils' learning that build on prior attainment
- Identifying pupils who have special educational needs

2. Create a high quality, rich, stimulating and enabling learning environment containing items that will capture pupils' attention, lead to independent exploration and depth of learning
3. Make effective use of assessment information on pupils' achievement and meet all school requirements for assessing and recording children's progress (according to expectations in the Teaching and Learning policy)
4. Plan opportunities to develop pupils' spiritual, moral, social and cultural development

Teaching and Classroom Management:

1. Ensure effective teaching of the whole class, and of groups and individuals within the whole class setting, so that learning objectives are met and pupils' learning time is used efficiently
2. Establish and maintain a purposeful learning atmosphere, ensuring that both the indoor and the outdoor learning environment is fully utilised and developed (according to expectations in the Teaching and Learning policy)
3. Set high expectations for pupils' behaviour, establishing and maintaining an outstanding standard of discipline through well focused, engaging teaching and through positive and productive relationships
4. Establish a safe, clean and secure learning environment which promotes pupils' confidence
5. Use teaching methods which capture pupils' interest and maintain their engagement through/by
 - providing rich, captivating learning opportunities and by setting the highest expectations for all pupils
 - clearly establishing a purpose for learning, placing it within a context and by the use of effective questioning
 - providing frequent opportunities for pupils to learn through talk and interaction
 - stimulating intellectual curiosity and communicating enthusiasm for learning
 - matching the teaching approaches used to the subject matter and the age of the pupils being taught
 - modelling language use to children
 - modelling appropriate social skills to children
 - giving clear instruction, effective modelling and accurate explanation
 - making observations, listening carefully to pupils, analysing their responses and responding constructively in order to take their learning forward
 - selecting and making good use of ICT and other learning resources which enable learning objectives to be met
 - providing opportunities to develop pupils' wider understanding by relating their learning to real life
6. Be familiar with the Code of Practice on the identification and assessment of Special Educational Needs and, as part of the responsibilities under the Code, create and review individual Plans for pupils
7. Evaluate your own teaching critically and use this to improve your effectiveness

Monitoring, Assessment, Recording, Reporting and Accountability:

1. Evaluate effectiveness of teaching and assess how well learning objectives have been achieved and use this information to improve specific aspects of teaching
2. Maintain good organisation and keep accurate assessments so that they offer a clear record of pupils' progress according to current expectations (as expressed in school Teaching and Learning Policy)
3. Be familiar with the statutory assessment and reporting requirements and know how to prepare and present informative reports to parents
4. Understand the expected demands of pupils in relation to the Early Learning Goals and the National curriculum expectations

Management and Administration:

1. Participate in administrative and organisational tasks related to the responsibilities described above
2. Provide cover for other teachers as appropriate
3. Contribute to the induction of new and probationary teachers
4. Support students on placement

5. Participate, as required, in tasks relating to the curriculum, organisation and pastoral functions of the school
6. Participate in any arrangements made by the school for performance management and show an ongoing commitment to continuing professional development
7. Foster close relationships with parents/carers and the wider community. Assist them to support their child's learning at home. Present a positive image of the school to all other stakeholders
8. Keep to all agreed deadlines in the spirit of managing each other's workload in a small school and maintain a professional relationship with all other members of staff, building a mutual relationship of trust and respect