



**Job title:** Class Teacher

**Grade:** Standard national scale in line with the current *School Teachers' Pay and Conditions* document

**Responsible to:** The Headteacher, members of senior leadership team (SLT) and the governing body

**Responsible for:** A specific group of pupils

**Supervisory responsibility:** None

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### Main purpose of the job

- To be accountable for educational progress of learners in a designated class by effective teaching and learning

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### Duties and responsibilities

The following list is typical of the level of duties which the post holder will be expected to perform. It is not necessarily exhaustive and other duties of a similar type and level may be required from time to time.

#### General

- To carry out the professional duties of a Teacher as set out in the School Teachers' Pay and Conditions Document.
- Carry out teaching duties in accordance with the school's schemes of work and the National Curriculum.
- Establish a purposeful and safe learning environment and manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline and a supportive culture in line with the school behaviour policy.
- Contribute to the monitoring and development of the class and sets to ensure suitable opportunities are provided for learner aspirations to be met.



- Plan effectively in the short, medium and long-term and prepare effective learning sequences to ensure that coverage of the curriculum and the differentiated needs of learners are met. Plan and prepare homework.
- Be aware of and apply a range of teaching and learning strategies, including implementing inclusive practices, to ensure that the diverse needs of learners are met and excellence and enjoyment is achieved. Demonstrate the positive values, attitudes and behaviour expected from learners.
- Assess, record and report on the development and progress of learners and analyse relevant data. Promote the highest possible aspirations for learners and target expectations and actions to raise learners' achievements. Provide timely, accurate and constructive feedback to learners on their attainment and progress. Identify and communicate next steps in learning for them.
- Demonstrate being a reflective and self-directed teacher learner, able to develop and apply new approaches in teaching practice and to increase subject knowledge in order to enrich the learning experience of pupils in the school.
- Communicate effectively and work collaboratively within and beyond the classroom with support staff (including directing their day-to-day work), teachers, other professionals, parents, carers, agencies and communities, to enhance teaching and learning and promote the positive contribution and well-being of learners.
- Contribute to the development and implementation of priorities, policies and activities in order to enable the achievement of whole school aims.
- Promote the safeguarding and welfare of children and young persons the post holder is responsible for, or comes into contact with. Be aware of school policies and other guidance on the safeguarding and promotion of wellbeing of children and young people. Take appropriate action where required.
- Promote and implement policies and practices that encourage mutual tolerance and respect for diversity in all aspects of employment and service delivery.



## Note

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but will be reviewed annually.

## Safeguarding children and Safer recruitment

*Ravenswood Primary School is committed to safeguarding and promoting the welfare of children and young people in our school and expects all staff and volunteers to share this commitment. All appointments will be subject to an enhanced Disclosure and Barring service check (with a children's barred list check).*

## Person Specification

Essential	Desirable
<b>Qualifications</b>	
<ul style="list-style-type: none"> <li>Qualified Teacher Status</li> <li>Educated to degree level</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of personal commitment to continuous professional development</li> </ul>
<b>Experience</b>	
<ul style="list-style-type: none"> <li>Experience of good or better teaching within the Primary Phase</li> <li>Excellent primary practitioner with high expectations</li> <li>Experience of using assessment for learning and data analysis to improve standards of attainment</li> <li>Experience of working collaboratively as part of a team</li> </ul>	
<b>Knowledge and Skills</b>	
<ul style="list-style-type: none"> <li>A good, up to date knowledge and understanding of the primary curriculum</li> <li>A good, up to date working knowledge and understanding of teaching, learning and behaviour management strategies</li> <li>An understanding and ability to set realistic and challenging targets and be able to assess and review learners' progress</li> <li>Ability to create an effective, stimulating learning environment</li> <li>Ability to engage and extend pupils of all abilities</li> <li>Able to communicate effectively with children, young people, staff and parents/carers</li> <li>Able to plan, organise, prioritise and manage time effectively</li> </ul>	<ul style="list-style-type: none"> <li>Other interests / expertise that would benefit learners and the school</li> <li>Knowledge of Phonic teaching</li> </ul>

<ul style="list-style-type: none"> <li>• Good written communication skills</li> <li>• Good verbal and interpersonal skills</li> <li>• Evidence of appropriate, relevant and on-going professional development and training</li> </ul>	
<b>Personal Qualities</b>	
<ul style="list-style-type: none"> <li>• Willingness to support the Headteacher's vision of continual improvement</li> <li>• Demonstrate a positive attitude and high levels of motivation</li> </ul>	<ul style="list-style-type: none"> <li>• A commitment to providing extra-curricular activities and an understanding of its impact upon school ethos</li> <li>• Sense of humour</li> <li>• Resilience</li> </ul>
<b>Other</b>	
<ul style="list-style-type: none"> <li>• Clear understanding and commitment to safeguarding procedures</li> <li>• Commitment to pupils and families within the community</li> </ul>	

The following methods of assessment will be used:

Method			
Application Form	Yes	Interview	Yes
Lesson Observation	Yes	In-school activities / tasks	Yes

### Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed

1	Enhanced Certificate from the Disclosure Barring Service
2	Additional criminal record checks if applicant has lived outside the UK
3	List 99 check
4	Qualified teacher Status (or pending)
5	Two references from current and previous employers (or education establishment if applicant not in employment)
6	Medical clearance
7	A good attendance record