**Kingsdown and Ringwould CEP School**

**Class Teacher Job Description**

**Main Responsibilities:**

1. To carry out the professional duties of a Main Grade Teacher under the Teacher’s Contract

(as defined in part of the recent School Teachers’ Pay and Conditions document) ensuring

the education and welfare of a class of pupils having due regard to the school’s aims,

values and curriculum.

2. To share in the corporate responsibility for the wellbeing and discipline of all pupils

3. To promote good relationships with parents and the community

**EQUALITY AND DIVERSITY**

All employees are expected to understand and promote equality and diversity in the course of all aspects of their work.

**SAFER RECRUITMENT**

This organisation is committed to safeguarding and promoting the welfare of children and young

people and expects all staff and volunteers to share this commitment.

**Planning, Teaching, Assessment and Class Management:**

Teachers will ensure effective teaching of their class by:

1. Identifying clear teaching objectives for each lesson;

2. Providing clear structures for lessons and, using a variety of teaching strategies, maintain

pace, motivation and creativity for all pupils;

3. Ensuring that all children enjoy equal access to an appropriate and exciting curriculum which

enables them to achieve to their very best;

4. Setting differentiated tasks which ensure high levels of interest and challenge all pupils;

5. Assessing how well learning objectives have been achieved;

6. Marking and monitoring pupils' work and setting challenging learning targets;

7. Assessing and recording pupils' progress systematically;

8. Identifying SEN or very able pupils and meeting their needs with appropriate intervention

and teaching strategies;

9. Developing and maintaining an appropriate, exciting and organised classroom environment;

10.Maintaining good order, discipline and the well-being of your own pupils and to share in the

corporate responsibility for all pupils, whether on the school premises or authorised activities

elsewhere;

- Managing learners' behaviour constructively by establishing and maintaining a clear and

positive framework for discipline, in line with the school's Behaviour for Learning Policy.

- Using a range of behaviour management techniques and strategies, adapting them as

necessary to promote the self-control and independence of learners.

- Promoting learners' self-control, independence and cooperation through developing their

social, emotional and behavioural skills

11.Having a commitment to collaboration and co-operative working, where appropriate.

12.Managing Teaching Assistants and volunteers effectively and appropriately in the

classroom;

13.Evaluating their own teaching critically to improve effectiveness; improving practice through

appropriate professional development;

14.Having a creative and constructively critical approach towards innovation; being prepared to

adapt practice where benefits and improvements are identified

15.Ensuring effective partnership with staff supporting within and/or outside the classroom;

16.Contributing to the development of teaching and learning materials e.g. schemes and units

of work;

17.Preparing and writing accurate and informative end of year reports to parents;

18.Attending parents’ evenings, other meetings (e.g. SEN meetings) or school functions and

events as necessary.

**Other Professional Requirements**

**Teachers are expected to:**

1. Be familiar with teachers' professional duties and legal liabilities e.g. equal opportunities,

race equality

2. Operate at all times within the stated policies and practices of the school;

3. Establish effective working relationships and set a good example through their presentation

and personal and professional conduct;

4. Contribute to the life of the school through effective participation in meetings and

management systems; e.g. playground duty, assembly, etc.

5. Take an active and positive role in their own performance management;

6. Participate in appropriate INSET/Professional Development;

7. To communicate effectively with parents/carers, governors and external agencies;

8. Work as a team member and identify opportunities for working with colleagues and sharing

the development of effective practice with them

 **Personnel Specification –Teacher**

NOTE FOR THE CANDIDATE The person specification is a picture of the skills, knowledge and experience needed to carry out the job. It has been used to draw up the advertisement and will also be used in the short listing and interviewing process for the post. Only those applicants who meet the requirements will be shortlisted.

**EQUALITY AND DIVERSITY**

We are committed to and champion equality and diversity in all aspects of employment.

 All employees are expected to understand and promote equality and diversity in the course of their work.

**The successful post holder will be able to demonstrate the following**:

 1. Qualified Teacher Status

2. The ability and willingness to actively support the aims of the school.

3. Good ICT skills

4. Effective classroom practice

 5. The ability to plan and deliver lessons

6. A high commitment to quality teaching and learning

 7. The ability to identify issues and respond appropriately

8. Good interpersonal skills

9. An effective communicator to a variety of audiences

10.The ability to respond sensitively to the individual needs of pupils, staff and the wider community 11. An up to date knowledge of curriculum issues.

12.A commitment to promoting and safeguarding the well-being and welfare of pupils.

13.The ability to form and maintain appropriate relationships and personal boundaries with children and young people, including those with challenging behaviour.

14.The ability to work under pressure and to maintain a sense of balance and humour.