

JOB DESCRIPTION

Job Title:	Class Teacher
Employed by:	New School, Canterbury
Hours:	Full Time (Term Time: Monday to Friday 8:00am – 4:00pm).
Pay:	£22000 - £25000 Dependent upon experience and responsibility
Responsible to:	The position reports to and is accountable to the Head Teacher and is supported in day-to-day matters by our Education Advisor and a delegated Mentor.

General Description of the School:

New School, Canterbury is a small independent school located in an area of Outstanding Natural Beauty near Canterbury and is surrounded by an Organic Farm.

New School inspires a love of learning and has each child's well being at its heart. We nurture creative, compassionate, critical thinkers ready to meet the challenges and embrace the opportunities in our changing world.

The school community encompasses families from diverse cultural, racial and socio-economic backgrounds. We offer a warm welcome to all regardless of culture, creed, race, gender, sexuality or disability and promote an ethos of mutual respect and tolerance for all.

Our Values:

Mutual Respect: I will treat others with respect at all times and can expect to be treated with respect by others, at all times.

Attentive Listening: When another is speaking, I listen with my whole self, not just my ears. I listen for the feelings and emotions that are behind words and am awake to what we often need to hear in the silence.

Kindness: Kindness is how we treat ourselves, others, and our environment, every day. Through everyday acts of kindness we create an environment within which others feel confident, cared for and supported.

Best Effort: In all activities and at each moment I will do my best. This applies to my work, my interactions with others and the world around me. By doing my best at all times I can feel proud of who I strive to be and feel that my contribution to the community is of great value.

Safety: We honour our own safety and wellbeing and that of others.

Job Summary:

The primary focus of this post is to teach and hold a class of children, working with Steiner Waldorf methodology, its curriculum guidelines and approach to child development.

Main Responsibilities:

1. To teach the Steiner Waldorf curriculum including:

- a. The main lesson (generally two hours per day)
- b. Additional subject lessons (including teaching subject lessons to other classes)
- c. The total number of lessons to be taught is not fixed but can be expected to average approximately 25 hours per week. A lesson is generally 45 minutes long and the main lesson is counted as two lessons.

2. To take overall responsibility for the class, including:

- a. Planning imaginative lessons that create a happy, challenging and effective learning environment.
 - b. Record keeping and planning, in accordance with statutory and school requirements;
 - c. Supervising, managing and assessing the pupils;
 - d. Liaising with colleagues and parents;
 - e. Organising and supervising class participation in trips, festivals and other activities;
 - f. Management of the classroom environment;
 - g. Participating in the admissions process for new pupils;
 - h. Communicating with parents and holding at least one parents' evening each term.
 - i. Holding parent-teacher conferences as appropriate and ideally one for each family each term.
 - j. To be concerned with the overall welfare and safeguarding of the children in your care and respond to their individual needs
 - k. To ensure that good study habits are developed in the class.
 - l. To teach in as differentiated a way as possible meeting the needs of all pupils.
 - m. To work closely with the SENCo in order that the best methods are used for children with any additional needs.
 - n. To be responsible for ordering supplies within an agreed budget and keeping equipment well maintained.
3. To work as part of a team of teachers, assistants, therapists, ancillary staff and the Support Leadership Team.
 4. To attend weekly teacher's meetings, planning meetings, inset days, work days, festivals and open days and other meetings (including further training).
 5. To deliver assemblies as per rota
 6. To undertake safeguarding, child protection, health & safety and first aid training and to pursue continued professional development.
 7. To have read and understood the school's policies and procedures and to support their implementation.
 8. To comply with statutory expectations
 9. To participate in providing cover for absent colleagues

10. To participate in providing break/lunch-time supervision
11. To participate in the schools Work Days, Festivals and Events
12. To support the school's ethos, values and objectives
13. To undertake appropriate preparation, study and training as necessary both for the effective delivery of the curriculum and to advance the school's ethos, values and objectives.
14. To participate in the peer mentoring, appraisal and assessment arrangements.
15. To participate with and contribute to peer-to-peer observations on an ongoing basis to support our ambition for continuous improvement and learning from each other.

Personal Specification:

Essential:

- An approved Waldorf Teaching Qualifications or a commitment to complete a Steiner teacher training course whilst in post (though a PGCE & QTS would be essential in this case)
- Degree level qualification or equivalent
- A good standard of education, including clear evidence of competency in numeracy and literacy.
- An Advanced Certificate in Child Protection or a willingness to do the training before starting the job.
- Good IT skills in order to send out and receive school emails, plan lessons use our school database and complete research.
- A basic understanding of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEN, Safeguarding and Child Protection;
- Suitability to work with children and willingness to undertake an Enhanced Disclosure and Barring Service Check (previously CRB Check).
- Eligible to work in the United Kingdom.

Note: Candidates from abroad will be asked to provide criminal records clearance from countries of residence, as well as evidence of eligibility to work in the United Kingdom.

Desirable:

- Experience teaching in another Waldorf School
- A State Teaching qualification
- Additional skills (and experience) that would enable you to teach additional subject lessons. This could include for example: Spanish Lessons, Games, Gardening, Art, Music, Eurythmy, Woodwork
- Additional skills that would support the development of this new initiative. This could for example include, fundraising, project management, marketing or giving public talks.

Attitude and qualities:

- An Open Heart, Mind and Will
- An affinity with our Aims and Values and commitment to acting as an advocate and role model at all times
- A strong sense of integrity and a commitment to clear honest communication
- A commitment and passion for teaching

- An enthusiasm for working with children and an ability to relate to and inspire them
- A positive and flexible approach to working with others
- Open to a progressive not a dogmatic approach to Waldorf education
- Good communication skills with children, colleagues and parents
- An attentiveness to working with parents as partners in their children's education
- Self motivation
- A strong sense of responsibility
- Punctuality and reliability
- Warm, patient, empathetic, tolerant, positive and joyful
- Be a role model worthy of imitation.

Skills:

- An ability to work in a close-knit team and willingness to work with colleagues in the continued development of the school and curriculum
- An ability to cope with pressure and to have a flexible and positive attitude towards the challenges that face a new school.
- An ability to work on own initiative, and as a positive part of a team
- A commitment to proactively deal with issues relating to Safeguarding
- An ability to communicate well, verbally and in writing and via email
- To maintain good administrative, child assessment records and planning records
- To liaise effectively with children and parents and be willing to promote the school's aims positively
- To inspire a love of learning through planning imaginative lessons that engage the head, heart and hands and that provide an effective learning environment for all children within their care.
- To maintain excellent levels of discipline and behaviour with a consistent, firm but caring approach.
- Good command of written and spoken English.
- An ability to work with confidential information and maintain high levels of confidentiality.