



# Cygnus Academies Trust

## Job Description: Class Teacher

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**School: Dartford** Dartford Bridge Community Primary School

**Grade:** MPS

**Responsible to:** Headteacher

### Purpose of the Job:

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### **Duties and responsibilities**

#### **Teaching**

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests.

#### **Whole-school organisation, strategy and development**

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

#### **Health, safety and discipline**

- Promote the safety and wellbeing of pupils

- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

### **Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

### **Communication**

- Communicate effectively with pupils, parents and carers

### **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

### **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

### **Curriculum Subject Leader (Maths)**

- Lead the development and monitoring maths across the school
- In partnership with SLT produce a subject leader action plan and update and revise relevant policies and procedures related to high quality maths provision across the school
- Monitor learning and teaching of maths across the school through learning walks, lesson observations, book scrutinies and discussions with pupils, staff and parents.
- Moderate and analyse the standards of pupils work within maths across the school
- Liaise with other leaders including SLT to ensure that all elements of maths are being taught to a high standard across the school.
- Take an active role in school improvement
- Attend training as necessary and advise the SLT how recommendations may be put in place at this school.
- Work with other maths subject leaders across the trust to share good practice and further enhance the maths provision here at DBCPS.
- Ensure maths resources are used effectively across the school and produce a plan for future spending, sourcing and ordering further resources as required.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out and does not form part of the contract of employment. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

This job description may be amended at any time in consultation with the postholder.

**Line manager's signature:**

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**Date:**

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**Employee's signature:**

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**Date:**

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## Person Specification: Class Teacher

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The following table outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet each of these criteria.

Criteria	Qualities
<b>Qualifications and experience</b>	<ul style="list-style-type: none"><li>• <i>Qualified teacher status</i></li><li>• <i>Degree</i></li><li>• <i>Successful primary teaching experience</i></li></ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"><li>• <i>Knowledge of the National Curriculum</i></li><li>• <i>Knowledge of effective teaching and learning strategies</i></li><li>• <i>A good understanding of how children learn</i></li><li>• <i>Ability to adapt teaching to meet pupils' needs</i></li><li>• <i>Ability to build effective working relationships with pupils</i></li><li>• <i>Knowledge of guidance and requirements around safeguarding children</i></li><li>• <i>Knowledge of effective behaviour management strategies</i></li><li>• <i>Good ICT skills, particularly using ICT to support learning</i></li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>• <i>A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</i></li><li>• <i>High expectations for children's attainment and progress</i></li><li>• <i>Ability to work under pressure and prioritise effectively</i></li><li>• <i>Commitment to maintaining confidentiality at all times</i></li><li>• <i>Commitment to safeguarding and equality</i></li></ul>