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| **Post Holder: Job Description** | | |
| *The description of the duties, responsibilities and accountabilities for the post of Class Teacher* | | |
| Responsibility Areas | * Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs * Maintain the Catholic ethos and core values of the school, both inside and outside the classroom * Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors * To meet or exceed current National Standards for teachers as published by the Department for Education | |
| Accountabilities |  | To work within the Catholic Ethos and the teachings of Christ. |
|  | To implement agreed school policies and guidelines. |
|  | Support initiatives decided by the Academy Principal, Senior Leadership Team and staff. |
|  | Plan appropriately to meet the needs of all pupils, through differentiation of tasks. |
|  | Be able to set clear targets, based on prior attainment, for pupils’ learning. |
|  | To provide a stimulating classroom environment, where resources can be assess appropriately by all pupils. |
|  | To keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning. |
|  | Report to parents on the development, progress and attainment of pupils. |
|  | Maintain good order and discipline amongst pupils, in accordance with the school’s behaviour policy. |
|  | Participate in meetings which relate to the school’s management, curriculum, or organization. |
|  | Communicate and co-operate with specialists from outside agencies. |
|  | Lead, organise and direct support within the classroom working with teaching assistants to share plans and define roles. |
|  | To participate in the performance management system for the appraisal of their own performance or that of other teachers. |
|  | Other duties arising; related to the post as discharged by the Senior Leadership Team. |
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| Accountable to | | Academy Principal |
| Salary range | | Main scale 1-6 |
| Signed | | Date: |

**St Gregory’s Catholic Primary Schools Teacher**

**Person Specification**

*Please read carefully and address in written applications*

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| **Qualifications** | Essential | Desirable |
| * Qualified Teacher status * Degree or equivalent * Commitment to continued professional development * Evidence of additional further educational or professional training or qualifications | **✓**  **✓**  **✓** | **✓** |
| **Experience** | Essential | Desirable |
| * Evidence of good/outstanding classroom practice * Experience of working with and developing links with the community * A commitment to the wider curriculum | **✓**  **✓** | **✓** |
| **Knowledge & Understanding** | Essential | Desirable |
| * Up to date knowledge & understanding of the   current national education agenda   * Understanding of how children learn   and effectively apply their learning | **✓**  **✓** |  |
| **Leadership Skills** | Essential | Desirable |
| * Be positive & professional at all times * Ability to resolve problems and make decisions * Think creatively and imaginatively to solve problems and identify opportunities * Effectively communicate orally and in writing to a range of audiences * Willing to give honest views on school improvements and policies within the correct forum | **✓**  **✓**  **✓**  **✓**  **✓** |  |
| **Personal Qualities** | Essential | Desirable |
| * A sense of humour * Hardworking and collaborative * High levels of discretion, reliability, compassion and integrity * Passionate about classroom teaching | **✓**  **✓**  **✓**  **✓** |  |