

## Class Teacher Job description

### Employment details

Job title:	Class teacher
Hours of work:	1265 hours per annum
Grade:	In accordance with the current Trust pay policy
Reports to:	IMAT Trust Board, Local Governing Committee, Headteacher, members of the senior leadership team

#### Job purpose:

The classroom teacher will be responsible for delivering learning to a class of approximately 30 pupils, in accordance with the curriculum, Teacher's Standards, and the Trust's strategy. You will maintain the positive ethos and core values of the Trust. Teachers must also carry out other duties such as planning, preparation and assessments that support pupils' learning while operating in accordance with the Trust's policies and procedures.

### Main duties and responsibilities

Undertake your duties, as required by the Teachers' Standards.
Be committed to the ethos and success of the Trust.
Keep up-to-date with, and remain knowledgeable of, the requirements of the curriculum.
Have regard for continuing professional development (CPD) and contribute to the Trust's process of self-evaluation and development.
Be familiar with the school's systems, structures, policies and procedures.
Effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
Adapt teaching styles to suit all learners and provide a supportive learning environment.
Differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
Work as part of a team to evaluate and develop pupils' learning needs.
Implement the Trust's Behaviour Policy through excellent classroom management.
Encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
Be familiar with the Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
Continually self-evaluate your teaching in order to improve effectiveness.
Be committed to the school's target and monitoring system for pupil progress.
Systematically assess and record pupils' academic and social progress and use the results to inform lesson planning decisions.
Monitor both class work and homework, provide constructive feedback in line with the feedback policy and set informed targets for pupil progress.
Report on each individual pupil's progress to the Headteacher and parents as required.
To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs, and parents' evenings, which may require some out-of-hours availability.
Maintain high standards in your own attendance and punctuality.
Safeguarding and promoting the welfare of children is everyone's responsibility. In order to fulfil this responsibility effectively, all teachers must make sure their approach is child-centered. This means that they must, at all times, do what is in the best interests of the child.

## Person specification

	Essential	Desirable
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree level qualification</li> <li>• Willingness to undertake CPD</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant postgraduate professional qualification</li> <li>• Previous experience of working with children</li> <li>• Previous experience working in partnership with parents</li> </ul>
<b>Knowledge and skills</b>	<ul style="list-style-type: none"> <li>• Sound understanding of the primary curriculum</li> <li>• Excellent behaviour management skills</li> <li>• Excellent inter-personal skills</li> <li>• Ability to work as part of a team</li> <li>• Excellent planning and organisational skills</li> <li>• Effective oral and written communication skills</li> <li>• Knowledge of key performance indicators and the ability to use them to monitor progress</li> <li>• Awareness of the needs of children who speak English as an additional language or have SEN</li> <li>• An understanding of how a pupil's learning is affected by their intellectual, emotional and social development, and the stages of child development</li> </ul>	<ul style="list-style-type: none"> <li>• Experience working as part of a team</li> <li>• First aid skills</li> <li>• An understanding of the importance of parental involvement</li> <li>• Experience working with children who have SEN and/or disabilities</li> <li>• Experience working with children who have behavioural problems</li> <li>• Experience working with children who speak English as an additional language</li> <li>• Experience of safeguarding children</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Committed to teaching</li> <li>• Supportive of colleagues</li> <li>• Good attendance and punctuality</li> <li>• Good sense of humour</li> <li>• Love of learning</li> <li>• Nurturing personality</li> <li>• Pro-active in the working environment</li> <li>• Enthusiastic and positive attitude</li> <li>• Ability to accommodate changes in work priorities</li> <li>• Ability to anticipate workload and plan ahead</li> <li>• Ability to develop effective relationships with parents</li> <li>• Ability to encourage and enable others to reach their full potential</li> </ul>	<ul style="list-style-type: none"> <li>• Self-confidence</li> <li>• Ability to relate well to other professionals</li> <li>• A flexible approach</li> </ul>