

# St Mary's Church of England Primary School, Rickmansworth

## Job description

### Employment details

Job title:	Classroom Teacher KS1/KS2
Reports to:	Headteacher
Type of position:	Full time / Part time
Grade:	MPS + Fringe

#### Job purpose:

The classroom teacher will be responsible for delivering learning in accordance with the curriculum, national guidelines, and the school's strategy. The successful candidate must also carry out other duties that support pupils' learning while operating in accordance with the school's policies and procedures. The classroom teacher is responsible for teaching a class of approximately 30 children.

### Main duties and responsibilities

To undertake your duties, as required by the Teachers' Standards.
To be committed to the ethos and success of the school.
To keep up-to-date with, and remain knowledgeable of, the requirements of the national curriculum.
To have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development.
To be familiar with the school's systems, structures, policies and procedures.
To effectively plan a varied, balanced and appropriate curriculum which emphasises raising standards and achieving excellence.
To adapt teaching styles to suit all learners and provide a supportive learning environment.
To differentiate resources and equipment so lessons may be accessed appropriately by all pupils.
To work as part of a team to evaluate and develop pupils' learning needs.
To enforce the school's Behaviour Policy through excellent classroom management.
To encourage pupils to develop and use their creativity, initiative, independence and responsibilities.
To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
To self-evaluate your teaching in order to improve effectiveness.
To be committed to the school's target and monitoring system for pupil progress.
To systematically assess and record pupils' academic and social progress, and use the results to inform lesson planning decisions.
To monitor both class work and homework, provide constructive feedback, and set informed targets for pupil progress.
To 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.

**Note:** This job description is not exhaustive and will be subject to periodic review. It may be amended to meet the changing needs of the school. The post-holder will be expected to participate in this process and we would aim to reach agreement on any changes.

## 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> <li>• Previous experience working in a school</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant postgraduate professional qualification</li> <li>• Previous experience teaching key stage 2</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> </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>• 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>