

Class teacher job description

Post: Primary Class teacher
School: The Moorlands Primary Federation
Pay range: £22,244 – £32,831 (Subject to Teacher's Pay and Conditions) MPS – UPS

Job Purpose: To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Executive head teacher. To adhere to the Teachers' Standards in England from June 2013 (see https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/665520/Teachers_Standards.pdf)

Areas of Responsibility and Key Tasks

Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed; setting tasks which challenge pupils and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment
- identifying SEND or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;
- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- using a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;
 - ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
 - iii. select appropriate learning resources and develop study skills through library, I.C.T. and other sources;
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support taking account of pupils' needs by providing structured learning opportunities which develop the areas of



learning identified in national and local policies and particularly the foundations for literacy and numeracy;

- encouraging pupils to think and talk about their learning, develop self-control and independence, concentration and perseverance, and listening skills;
- using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.

Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark, give feedback and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically using TMPF Assessment System, and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- undertake assessment of pupils as requested by examination bodies, departmental and school procedures;
- prepare and present informative termly reports to parents.

Curriculum Development (Not NQTs)

- Have lead responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and/or maintenance;
- contribute to the whole school's planning activities.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document (2013), the 2002 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers' contained within Parts XI and XII of the School Teachers' Pay & Conditions Document.

This job description may be amended at any time following discussion between the Executive Principal and member of staff, and will be reviewed annually.

Please note you will be employed by The Moorlands Primary Federation and subject to their deployment with your contracted position.



Class teacher Person Specification

To carry out their responsibilities effectively, the class teacher will need specific professional knowledge and understanding set out in the class teacher's job description.

Area	Essential	Desirable
Qualifications	Qualified Teacher status	Evidence of continuous INSET/CPD and proactive approach/commitment to further professional development
Experience	The class teacher should have experience of: teaching in a primary school.	In addition, the class teacher might have experience of: teaching in Key Stage 1 or the Early Years Foundation Stage.
Knowledge and understanding	The class teacher should have knowledge and understanding of: the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); statutory National Curriculum requirements at the appropriate key stage; the monitoring, assessment, recording and reporting of pupils' progress; the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection/Safeguarding; the positive links necessary within school and with all its stakeholders; effective teaching and learning styles.	In addition, the class teacher might also have knowledge and understanding of: the preparation and administration of current statutory National Curriculum tests at Key Stage 1; the links between schools, especially partner schools. ,an ability to play a musical instrument. Contributing to the distinctive small/rural character of our school.



<p>Skills</p>	<p>The class teacher will be able to: promote the school's aims positively, and use effective strategies to monitor motivation and morale; develop excellent personal relationships within a team; establish and develop effective relationships with parents, governors and the community; communicate effectively (both orally and in writing) to a variety of audiences; create a happy, challenging and effective learning environment.</p>	<p>In addition, the class teacher might also be able to: develop strategies for creating community links. be proactive in communication with all stakeholders</p>
<p>Personal characteristics</p>	<p>Approachable Committed Empathetic Enthusiastic Organised Patient Resourceful A sense of fun!</p>	

In addition to the above stated areas applicants will be required to demonstrate the achievement of the appropriate Professional Standards for Teachers in England (see link above) through the entire recruitment process.

