



Werneth Primary School Job Description

Class Teacher

Purpose of the Role

As a Teacher you are required to carry out professional duties including the responsibility for a designated class, the day-to-day work and management of the class and the safety of the pupils, with regard to both on-site and off-site activities.

You need to be responsible and accountable for achieving the highest possible standards in work and conduct and also promote the aims and objectives of our school and maintain its philosophy of education, ensuring the promotion and safeguarding of the welfare of our children within school.

Summary of Main Duties and Responsibilities:

Teaching

- Maintain an up to date knowledge and understanding of the professional duties and responsibilities of teachers and the statutory frameworks
- Plan teaching to achieve progression in pupils' learning through identifying clear teaching objectives and content, appropriate to the subject matter and the pupils being taught, and specifying how these will be taught and assessed
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Regularly review the effectiveness of teaching and assessment procedures and their impact on pupils' progress, attainment and well-being
- Maintain an awareness of pupils' capabilities and prior knowledge and differentiate teaching appropriately to build on these, demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs, gifted and talented, EAL, disabilities and be able to use and evaluate distinctive teaching approaches to engage and support them
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other out of class activities to consolidate and extend the knowledge and understanding of pupil

General

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures to support the school's values and vision
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Participate fully in CPD activities and appraisal arrangements
- Support the climate for learning, improve the school's ethos and develop further the culture of achievement and high expectation
- Play a key role in assemblies, open evenings and other major School events
- Develop effective working relationships with schools, partners, and other agencies
- Act as a positive role model to other staff, maintaining high professional standards and high levels of care for pupils
- Undertake any other duties as directed by the Principal.

Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Act as a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self-control and independence of all learners
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

Team Working and Collaboration

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Act as a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self-control and independence of all learners

- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

PERSON SPECIFICATION: CLASS TEACHER

This person specification will be used in shortlisting and interview to select the best candidate. Each applicant should therefore address the person specification in their written application and where appropriate should give examples of how you meet the criteria.

	Essential	Desirable	Method of Assessment
Education and Qualifications			
Qualified Teacher Status	✓		Application/Interview
Degree	✓		Application/Interview
Evidence of recent professional development	✓		Application/Interview
Teaching and Learning			
Experience of teaching in the primary phase with a willingness and ability to teach across the primary age range	✓		Application/Interview
Recent experience of a substantive teacher role in Key Stage 1 and/or Key Stage 2		✓	Application/Interview
The ability to use and apply effective assessment for learning strategies	✓		Application/Interview
Knowledge of, and the ability to use, comparative data together with information about pupils' prior attainment to establish benchmarks and set targets for improvement	✓		Application/Interview
Experience of deploying a range of strategies for raising pupils' achievement	✓		Application/Interview
Ability to develop effective partnerships with parents	✓		Application/Interview
Experience of deploying a range of strategies which impact on raising standards through effective learning and teaching	✓		Application/Interview
Ability and willingness to assist in school improvement planning and self-evaluation		✓	Application/Interview
Ability and willingness to implement a relational approach to behaviour management	✓		
Ability and willingness to implement ordinarily available inclusive practice, in line with the Oldham OAIP guidance and SEND Code of Practice	✓		
Ability and confidence to use ICT effectively for management and to positively impact on teaching and learning	✓		Application/Interview
Leadership and Management			
Ability to construct an annual action plan which is effective in developing a subject/aspect and identifies strategies for raising the achievement of pupils		✓	Application/Interview
Ability to undertake subject/themed audit and review.		✓	Application/Interview
Ability and willingness to support colleagues and develop the quality of teaching and learning in area(s) of subject responsibility		✓	Application/Interview
Skills and Abilities			
Ensure accelerated rates of progress for children in reading, writing, maths and oracy	✓		Application/Interview
Set high expectations and standards as a role model of behaviour and conduct for pupils	✓		Application/Interview

Develop productive working relationships at all levels	✓		Application/Interview
Inspire and motivate pupils and staff	✓		Application/Interview
Work as part of a team	✓		Application/Interview
When appropriate, plan and deliver relevant training	✓		Application/Interview
Seek advice and support where necessary	✓		Application/Interview
Communicate and work effectively with all stakeholders and the wider community	✓		Application/Interview
Prioritise, plan and organise specific tasks	✓		Application/Interview
Sustain their successful teaching;	✓		Application/Interview
Think creatively	✓		Application/Interview
To anticipate and solve problems	✓		Application/Interview
Listen to, and understand the views of others	✓		Application/Interview
Communicate effectively, orally and in writing (including the ability to use ICT), to a range of audiences	✓		Application/Interview
Consult and negotiate to achieve specific objectives	✓		Application/Interview
Contribute to meetings where appropriate	✓		Application/Interview
Maintain good communication systems with the Principal, Senior Leadership Team, other staff, governors and parents	✓		Application/Interview
Work Circumstances and Personal Qualities			
Ability to prioritise and manage own time effectively	✓		Application/Interview
Ability to work consistently to deadlines, setting and achieving challenging but realistic goals	✓		Application/Interview
Ability to accept guidance and support; take responsibility for own professional development; and engage with professional development opportunities provided by the academy and/or Trust	✓		Application/Interview
Show a commitment to meet all the demands of the job, in line with current terms and conditions of employment	✓		Application/Interview
Show commitment to educational inclusion	✓		Application/Interview
Show a commitment to and an understanding of the diverse and multi-cultural nature of the school and community	✓		Application/Interview