

# Alderwood Primary School



**Post:** **Class Teacher**

**Responsible To:** The Executive Head Teacher, The Head of School and the school's Local Governing Body

**Scale:** MPS

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## **Job Description**

### **Relationships:**

- Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers, and other Professionals

### **Responsibilities:**

#### **As a Class Teacher you will:**

- Implement agreed school policies and guidelines.
  - Plan appropriately to meet the needs of all pupils.
  - Be able to set clear targets, based on prior attainment, for pupils' learning.
  - Provide a stimulating classroom environment that promotes and supports enquiry-based learning
  - Keep appropriate and efficient records, integrating formative and summative assessment into planning.
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- Work with the wider leadership team to track the progress of children and ensure all children make good progress.
  - Report to parents on the development, progress, and attainment of pupils.
  - Promote the school's behaviour for learning Policy.
  - Participate in meetings which relate to the school's management, curriculum, administration, or organisation.
  - Establish creative, responsive, and effective approaches to learning and teaching
  - Regularly reflect on your own practice, set personal targets, and take responsibility for own development, seeking advice and support from other leaders
  - Promote and maintain a culture of high expectations for self and others
  - Keep up to date with current pedagogical thinking and engage in research led practice

- Develop effective relationships and communications which underpin a professional learning community that enables everyone in the school to achieve
- Create a culture and ethos of challenge and support where all pupils can achieve success
- Ensure every child has access to high quality teaching and learning across the curriculum

|                             |  |
|-----------------------------|--|
| Name of Post holder         |  |
| Signature of Post Holder    |  |
| Date                        |  |
| Signature of Head of School |  |

## Person Specification

|  | Essential | Desirable |
|--|-----------|-----------|
| <b>Qualifications, Knowledge and Experience</b>  |           |           |
| Educated to degree level   | ✓         |           |
| Qualified teacher status either in the UK or if not in own country combined with a desire to achieve English QTS | ✓         |           |
| A sound knowledge of the National Curriculum   | ✓         |           |
| A sound knowledge and understanding of the Foundation Stage Curriculum   |           | ✓         |

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|  |   |   |
|--|---|---|
| An understanding of curriculum and pedagogical issues relating to learning and teaching,   | ✓ |   |
| Experience of improving teaching and learning beyond own practice  | ✓ |   |
| Familiarity with KS1 and KS2 Standardised Attainment Tests   |   | ✓ |
| Understanding of and commitment to the school policies   | ✓ |   |
| Knowledge of effective strategies to include, and meet the needs of, all pupils in particular underachieving groups of pupils, pupils with EAL and SEN | ✓ |   |
| <b>Professional Skills and Abilities</b>   |   |   |
| Digitally literate   | ✓ |   |
| Ability to effectively plan an appropriate sequence of learning  | ✓ |   |
| Ability to keep accurate records of pupil progress in line with school policy  | ✓ |   |
| Ability to use assessments of pupils learning to inform future planning  | ✓ |   |
| Ability to plan and work collaboratively with colleagues   | ✓ |   |
| Understand the importance of building effective relationships  | ✓ |   |
| <b>Personal Qualities</b>  |   |   |
| A teacher with a flexible approach to work, who enjoys close collaboration with colleagues   | ✓ |   |
| Excellent communication skills   | ✓ |   |
| Ability to manage own workload effectively   | ✓ |   |
| Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships  | ✓ |   |
| Willingness to share expertise, skills and knowledge and ability to encourage others to follow suit  | ✓ |   |
| To practice equal opportunities in all aspects of the role and around the workplace in line with policy  | ✓ |   |

|   |   |  |
|---|---|--|
| To maintain a personal commitment to professional development linked to the competencies necessary to deliver the requirements of this post | ✓ |  |
| <b>Safeguarding Children</b>  |   |  |
| Committed to ensuring all pupils in our school are kept safe  | ✓ |  |
| Enhanced DBS check  | ✓ |  |
| <b>Equal Opportunities</b>  |   |  |
| Committed to ensuring that all members of our school community can achieve excellence   | ✓ |  |