

## Job Description

<b>Post:</b>	Class teacher
<b>Pay range:</b>	Class Teacher- M1 to M6

**Ivy is a charity whose purpose is to provide education for the public benefit – this vision is based on four principles: Ivy is one family; Good education is a birth right; Make it easy to make a difference; Local leaders know best.**

### Overall purpose of the Class Teacher post:

- To plan, resource, assess learning as set out in the school curriculum policies and in line with statutory guidance
- To observe and monitor pupil progress, maintain records, adapt provision and seek advice where needed

### Class Teacher Main duties and responsibilities

- To adhere to the DfE Teacher Standards and follow school policy and procedures
- To promote and support teaching and learning as set out in the Teaching and Learning Policy and other school guidance and policy
- Ensure a warm, welcoming and safe environment is created and maintained
- To report regularly to Phase and Curriculum Leaders
- To manage and direct additional adult support within the classroom in order to maximise children's development
- To impact in a positive and enthusiastic way on the staff team, being a fully integrated member of the whole school staff
- To communicate effectively and positively with families and the wider school community
- To ensure effective transition to the next year group by maintaining good records and ensuring that they are passed onto the next teacher
- To contribute to an area of whole school development in line with the school's strategic vision
- To lead a subject monitoring content across the school and supporting colleagues with delivery
- To work with other teachers to ensure a consistent approach to learning and assessment across the school
- To have a good understanding of data, as this will need to be tracked over the academic year
- To be able to work with other staff to ensure that the values and aims of the school are carried out in the key stage and in all subject areas.
- To consider and support the transition between Key Stages.
- To be committed to own professional development
- Specific duties may change at the discretion of the Head of school and within the conditions of your employment
- To manage Google Classrooms /Remote learning where necessary (Training can be given)
- To undertake any other reasonable duties as directed by the Head of School

**All staff will:**

- Promote equality of opportunity
- Follow safeguarding guidelines and child protection policy/procedures
- Keep their own performance under review, contributing to monitoring, evaluation and review and participate in performance management/appraisal
- Promote positive attitudes and behaviour
- Be committed to achieving the Trust values
- Promote the Trust in the community
- Work in partnership with all colleagues including the Trust Board/ LGBs
- Support Codes of Professional Ethics/Safe Practice in the Staff Handbook
- Have regard for and act in accordance with Health and Safety policy/practice
- Celebrate success of pupils and staff

The post holder shall ensure that the duties of the post are undertaken with due regard of the Trust's policies and to their personal responsibilities under the provision of the Health and Safety at Work Act 1974 and all other relevant subordinate legislation.

The job description should not be viewed as a comprehensive description of the post. 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 those in a position of authority to undertake work of a similar level that is not specified in this job description
- Work with and alongside other staff to ensure that the Trust provides the best possible outcomes for all children

## Person Specification

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Criteria	Qualities
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>● Degree and Qualified Teacher Status</li> <li>● Demonstrate commitment to own further professional development</li> <li>● Relevant further professional qualifications/ CPD relevant to this post</li> <li>● Knowledge of recent developments in education/ a good understanding of the national picture in education</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>● Understanding of how children learn and aspirational expectations for their achievement</li> <li>● Able to motivate others to close gaps in learning and achievement</li> <li>● Commitment to accelerating progress of all pupils in a classroom environment</li> <li>● Demonstrate experience of reflecting on and improving their own teaching to increase achievement</li> <li>● Commitment to developing positive partnerships with parents, colleagues within the Trust and the wider community</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>● Able to identify gaps in teaching and learning</li> <li>● Good understanding of primary pedagogy</li> <li>● Able to write engaging and progressive curriculum plans</li> <li>● Up to date knowledge of the primary curriculum</li> <li>● Up to date knowledge of assessment</li> <li>● Up to date knowledge of innovative teaching using IT to promote learning and accelerate progress</li> <li>● Expect and promote high standards of behaviour</li> <li>● Use data to inform teaching and learning</li> <li>● Good understanding of inclusion issues as they affect a class teacher</li> <li>● An ability to adapt lessons to meet the needs of all pupils</li> <li>● Able to plan and deliver effective lessons</li> </ul>

	<ul style="list-style-type: none"><li>● Knowledge and understanding of the factors and interventions which support high attainment for all pupils</li><li>● Understanding of the importance of and commitment to promoting Equal Opportunities for all children</li></ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"><li>● Excellent classroom practitioner</li><li>● Good communication, planning and organisational skills</li><li>● Flexible, innovative and creative</li><li>● Willingness to engage with CPD and research to develop excellent subject knowledge and teaching skills, especially in English and maths</li><li>● Self-motivation to drive own workload, continually improve standard and strive for excellence</li><li>● Genuine passion and belief in the potential of every pupil</li><li>● Able to motivate and inspire others</li><li>● Commitment to school and Trust ethos</li><li>● Ability to maintain a high standard of performance, professionalism and a sense of humour while working under pressure</li></ul>