



## **ST. STEPHENS C. E. SCHOOL**

### **JOB DESCRIPTION: CLASS TEACHER Early Years/ KS1 / KS2**

This post holder is required to carry out the duties of a Class Teacher as set out in the current School Teachers' Pay and conditions document and subject to any amendments due to government legislation. This includes any duties as may be reasonably directed by the Headteacher. This job description may be amended at any time following discussion between Head and member of staff, and will be reviewed annually.

#### **Teaching Responsibility and Key Tasks:**

- To support the Christian ethos of the school and promote relationships between the local church community and the school.
- To plan and teach stimulating and interesting learning based on the National Curriculum for Early Years/ KS1 / KS2 leading to KS1 / KS2 statutory assessment levels.
- To teach and assess progress, setting targets that are in line with national expectations.
- To plan for a range of ability so that all children reach their potential.
- To manage and develop a curriculum area to raise standards in the subject

#### **Classroom Management and Organisation:**

- To teach and actively promote Inclusion and independent learning.
- To follow the School's policies for Learning and Teaching that will create a well-ordered, calm environment that is stimulating and purposeful.
- To ensure that all equipment is organised and accessible to children so that it encourages independent learning.
- To use a range of resources to scaffold learning for all abilities.
- To organise a learning environment that enables children to take ownership of their learning.
- To maintain assessment records as specified in the School's assessment policy.
- To provide, mark and monitor homework according to the agreed policy.
- To plan for the work of teaching assistants and special needs support staff so that learning is maximised for all children.

#### **Safeguarding and Inclusion**

- To be individually responsible for promoting and safeguarding the welfare of children s/he is responsible for, or with whom s/he comes into contact.
- To take account of each child's home language and culture, and special educational need ensuring this is reflected in displays, materials and throughout the curriculum.
- To provide a safe, welcoming and positive atmosphere for parents that will establish strong links with the School.
- To comply with policies and procedures relating to Child Protection, Health & Safety, security, confidentiality and data protection and to ensure that the individual's line manager is made aware and kept fully informed of any concerns which the individual may have in relation to safeguarding and/or child protection.

#### **Continuing Professional Development**

- To be an active member of the school's team.
- To be pro-active in identifying areas for career and self-development.

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CLASS TEACHER POST**



**Person specification for Class Teacher**

	<b>Essential</b>	<b>Desirable</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Evidence of further professional development</li> <li>• ICT confident and competent</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Evidence of good, successful teaching that has impacted positively on pupils' progress.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of teaching children with visual impairment and /or SEN</li> <li>• Evidence of exceptional practice recognised by external and internal sources</li> <li>• Experience of teaching in Key Stage 1 and/or Early Years</li> </ul>
<b>Faith Commitment</b>	<ul style="list-style-type: none"> <li>• Sympathy with and a willingness to support the Christian ethos of the school</li> </ul>	
<b>Professional Knowledge and understanding</b>	<ul style="list-style-type: none"> <li>• Sound understanding of the national curriculum</li> <li>• Knowledge of best practice and procedures for safeguarding children and young people</li> <li>• An understanding of how to use assessment to inform planning for good teaching and learning</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading a curricular area and having a positive impact on raising standards.</li> </ul>
<b>Professional qualities</b>	<ul style="list-style-type: none"> <li>• Commitment to the development of good relationships with pupils, staff, parents, governors and other professionals</li> <li>• Involvement and commitment to all aspects of school life.</li> <li>• Committed to continuing professional development</li> <li>• Evidence of good behaviour management skills</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of working with and developing links with parents and/or the wider community</li> </ul>
<b>Skills and aptitudes</b>	<ul style="list-style-type: none"> <li>• Ability to plan effectively</li> <li>• Good communication skills</li> <li>• Ability to work under pressure</li> <li>• Good written and oral literacy skills</li> <li>• Reflective practitioner</li> </ul>	
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Enthusiastic and positive</li> <li>• Resilient</li> <li>• Team player</li> <li>• Sense of humour</li> </ul>	