

St John's and St Clement's CE Primary School



PERSON SPECIFICATION CLASS TEACHER

Training and Qualifications

Essential

- Qualified teacher status

Desirable

- Evidence of recent training / professional development

Abilities and skills

Essential

- Good teaching and class management skills
- Commitment to excellence and belief in his/her ability to significantly raise the academic and personal achievement of all pupils
- Ability to demonstrate enthusiasm and commitment to the agreed aims and values of the school
- Ability to communicate effectively with adults and children with an understanding of the need to forge good relationships
- Ability to promote the positive benefits of living in a culturally and ethnically diverse society and a commitment to equality of opportunity
- Good organisational and time management skills
- A strong sense of determination and lots of energy!

Desirable

- Effective IT skills
- A good sense of humour

Knowledge

Essential

- A thorough knowledge of:-
 - The National Curriculum
 - The Primary Framework
 - The elements of good primary practice

Desirable

- Understanding of Assessment for Learning
- Familiarity with the SEN Code of Practice
- Extra knowledge of a particular curriculum area

Experience

Essential

- Experience of having taught and managed a class (for NQTs - teaching practices qualify)

Desirable

- Experience of working in more than one primary school
- Experience of working in a multi ethnic school



JOB DESCRIPTION

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|----------------|--------------------------------------|
| Post | Mainscale or upper pay scale teacher |
| Responsible to | Headteacher |
| Title | Class teacher |

Purpose of post:

- To be a class teacher
- To take responsibility of an area of the curriculum
- To assist in the on-going review and development of the curriculum and other school policies

MAIN ACTIVITIES AND RESPONSIBILITIES:

1. To be responsible for a primary class and carry out the duties of a teacher as laid down in the *School Teachers' Pay and Conditions Document*.
- 1.2. To take responsibility for the welfare and safety of all the children in our care and specifically those in the teacher's own class.
- 1.3. To have the ability to be an effective and exciting class teacher responsible for the needs and progress of all the children in the class
- 1.4. To teach within the framework of the present school policies, paying particular attention to equality of opportunity, multiculturalism and anti-racism.
- 1.5. To plan and prepare long, medium and short term work as a member of a team and to attend regular planning and staff meetings.
- 1.6. To plan and resource, within budgetary constraints, a classroom environment which will facilitate autonomous learning and enable children to maximise their potential.
- 1.7. To establish and maintain good relationships with colleagues, parents and children.
- 1.8. To monitor children's progress, keeping meaningful records and to evaluate performance.
- 1.9. To attend parents' meetings.
- 1.10. To accept responsibility with other members of staff for implementing every day school activities in accordance with school policy.
- 1.11. To support and encourage the aims and ethos of a Church of England School.

2. To undertake a curriculum responsibility (not NQTs)

- 2.1. To lead the staff in promoting and delivering this curriculum area
- 2.3. To organise INSET and develop initiatives with parents
- 2.4. To ensure that an up to date policy document is in place
- 2.5. To develop and support record keeping and assessment procedures
- 2.6. To promote equal opportunities in this area of the curriculum
- 2.7. To support and advise new teachers in this area of the curriculum
- 2.8. To organise and manage relevant resources
- 2.9. To report annually to governors