



JOB DESCRIPTION

Class Teacher

(Foundation Subject)

Additional Responsibility: *Co-ordination of a foundation subject (except NQTs)*

Reporting to: *Head Teacher / Phases Leader*

MAIN PURPOSE OF THE JOB
<p>To teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs. Maintain the positive ethos and core values of the school, both inside and outside the classroom. Contribute to constructive team-building amongst teaching and non-teaching staff, parents, governors and wider community. Ensure that the current national conditions of employment for school teachers are met, this includes the co-ordination of a National Curriculum Foundation subject.</p> <p>ADDITIONAL UPPER PAY RANGE ACCOUNTABILITIES; In line with agreed Career Stage Expectations for Stroud Green Primary School teachers remunerated on the Upper Pay Range should demonstrate exemplary classroom practice in all areas of the Teachings Standards.</p>
SUPPORT FOR PUPILS
<ul style="list-style-type: none"> • plan effectively to meet the needs of all pupils, to ensure they make progress with their learning • complete Individual Education Support Plans/Pastoral Support Plans for those pupils with Additional Educational Needs • set clear targets, based on prior attainment, for pupils learning; • provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils; • keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning; • report to parents on the development, progress and attainment of pupils; • maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy; • be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop • ensure that school policies are applied fairly and proportionately <p>ADDITIONAL UPPER PAY RANGE ACCOUNTABILITIES;</p> <ul style="list-style-type: none"> • to undertake at least one lunchtime duty supervising and supporting pupils on the playground or in the lunch hall (2) • to undertake at least one after school club targeted at underachieving groups of children (4)
MANAGEMENT OF SUPPORT STAFF
<ul style="list-style-type: none"> • effectively manage the work of Learning Support Staff who may be directed to work in your classroom; • plan and evaluate the work of support staff within your class; • communicate planned lessons before the outset of the lesson; • effectively direct the administrative support that is be available via support staff <p>ADDITIONAL UPPER PAY RANGE ACCOUNTABILITIES;</p> <ul style="list-style-type: none"> • act as a mentor to support and inexperienced staff (1&3)
SUPPORT FOR THE SCHOOL
<ul style="list-style-type: none"> • coordination of a National Curriculum foundation subject; • manage the resources and curriculum within your subject of responsibility; • liaise with other co-ordinator, phase leaders and school management to ensure curriculum coverage in your designated subject area; • with support and in conjunction with the school management manage a budget for your designated curriculum area; • with support and in conjunction with the school management deliver staff INSET • participate in meetings which relate to the school's management, curriculum, administration or organisation; • communicate and co-operate with specialists from outside agencies; • participate in the performance management system for the appraisal of their own performance, or that of

other teachers;

- support initiatives directed by the Head Teacher and staff;
- be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person;
- contribute to the overall ethos/work/aims of the school;
- appreciate and support the role of other professionals;
- attend and participate in relevant meetings as required;
- participate in training and other learning activities and performance development as required
- accompany teaching staff and pupils on visits, trips and out of school activities as required

ADDITIONAL UPPER PAY RANGE ACCOUNTABILITIES;

- assist with the supervision of pupils out of lesson times, inc. before and after school and at lunchtime; (2)
- attend out of school community events – supporting the wider school community (5)

Arrangements for appraisal of performance:

There is an annual performance management cycle carried out by the Head Teacher which seeks to acknowledge success, resolve problems and identify training/development needs. In accordance with the Teacher's Pay and Conditions PART XII – Conditions of Employment of Teachers other than Head Teachers (Section 63) (See Teacher's Performance Management Policy)

Upper Pay Range Notes	
Additional Accountabilities	Code
<ul style="list-style-type: none">• Consistently fulfilling the requirement to perform to a standard which is at least good and is effective enough to provide mentoring to other teachers	1
<ul style="list-style-type: none">• Playing a critical role in the life of the school	2
<ul style="list-style-type: none">• Being a role model for teaching and learning, and supporting the teaching and learning of others	3
<ul style="list-style-type: none">• Making a distinctive contribution to the raising of pupil standards	4
<ul style="list-style-type: none">• Contributing effectively to the work of the wider team	5
<ul style="list-style-type: none">• Taking advantage of appropriate opportunities for professional development and using the outcomes to improve pupils' learning	6

Person Specification Class Teacher (Foundation Subject)

Stroud Green Primary School



	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher status 	<ul style="list-style-type: none"> • Evidence of continuous INSET and commitment to further professional development
Experience	<ul style="list-style-type: none"> • Teaching within the primary sector • National curriculum requirements 	<ul style="list-style-type: none"> • Teaching across the whole Primary age range • Working in partnership with parents
Knowledge and Understanding	<ul style="list-style-type: none"> • The theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); • Statutory National Curriculum requirements at the appropriate key stage; • The monitoring, assessment, recording and reporting of pupils' progress; • The statutory requirements of legislation concerning Equal Opportunities, Health and Safety, SEN and Child Protection; • The positive links necessary within school and with all its stakeholders; • Effective teaching and learning styles. • Best practice in classroom organisation and behaviour management 	<ul style="list-style-type: none"> • The preparation and administration of statutory National Curriculum tests; • The links between schools, especially partner schools.
Personal Characteristics	<ul style="list-style-type: none"> • Clear-sighted • Positive • Results-orientated • Flexibility • Team-Player 	<ul style="list-style-type: none"> • A commitment to the whole child and a willingness to participate in out of hours activities for pupils