St Saviour's R.C. Primary School

Job Description for Class Teacher Primary Phase

Job Title: Class Teacher – EYFS/KS1/KS2
Location: St Saviour's Catholic Primary School
Reports to: Headteacher / Phase Leader

To be responsible for teaching and to carry out the professional duties of a teacher as defined in the School teacher's Pay and Conditions Document. The successful candidate will work under the direction of the Headteacher to uphold the school's vision, values and strategic priorities, contributing positively to the Catholic ethos and the wider life of the school.

To be responsible for the educational development of your class(es), their pastoral care and to deliver the age-appropriate curriculum.

Responsibilities:

- To plan and review teaching strategies in order to maintain the high standards and quality of learning experiences required by individual pupils and the class as a whole.
- To identify the needs of individual children and groups and plan differentiated and personalised activities and interventions.
- To have a commitment to the children and the quality of their experiences by catering for the range of needs of all the children in the classroom.
- To develop and maintain a high standard of classroom management, providing a stimulating, happy, safe and supportive learning environment.
- To foster positive self-esteem in pupils and hold high expectations of children's work and behaviour.
- To take responsibility for the welfare and safety of all children on roll, but specifically for the class to which you are teaching.
- To monitor children's progress through ongoing and formal assessments, keep meaningful records of achievement, and inform parents in line with school policies.
- To ensure the SENCo is kept informed about the progress of pupils with SEND.
- To ensure that any concerns relating to Child Protection issues are forwarded to the Designated Team for Child Protection.
- To fully participate in initiatives, across the curriculum and Key Stages, to substantially improve the achievement of all pupils in accordance with the School's Improvement Plan.
- To contribute to your own and your colleagues' professional development by contributing in a positive manner to the school's organisational and curriculum development.

- To plan collaboratively with, and contribute positively to, the whole school team to ensure consistency and continuity in the curriculum offered.

- To actively engage in the approved performance management scheme and relevant INSET activities / staff meetings.

- To co-ordinate the work of support staff in the classroom

- To engage in and maintain a dialogue with parents about their children's development.

- To be prepared to participate in after school activities such as clubs, discos, fundraising events, performance and school social events.

- To form good relationships with parents, colleagues, school governors and governors.

- To fully support the Christian ethos of the school by promoting Christian values, participating and leading in collective worship and ensuring prayers are said at the end of the school day.

- To support the Headteacher and Governors in creating an effective primary school, carrying out any reasonable requests made by them.

- To carry out all duties with due regard for health and safety at work regulations.

Person Specification for the post of EYFS/KS1/KS2 Class Teacher

This specification will be used when shortlisting candidates.

The Governors are seeking to appoint a person who is able to demonstrate the following:

Experience Relevant to the Post

- Qualified Teacher Status
- Proven record of excellent teaching experience

Special Criteria

- Commitment to the Catholic ethos of the school.

Teaching and Curriculum Expertise

- Provides and works within a broad, balanced and relevant curriculum, matching the appropriate age phases
- Delivers effective lessons using a range of teaching and learning styles
- Plans and review teaching strategies in order to maintain the high standards and quality of learning experiences required by individual pupils and the class as a whole
- Identifies the needs of individual children and groups, planning differentiated and personalised activities and interventions
- Promotes and maintains a safe, well-organised, happy and stimulating learning environment
- Maintains appropriate records, reports and methods of assessment, analysing data to improve performance, including ICT
- Supports and help colleagues by positive contribution and regular attendance at staff meetings
- Fully participates in initiatives, across the curriculum and Key Stages, to substantially improve the achievement of all pupils
- Attends relevant INSET which has a direct impact on teaching and learning in the classroom
- Co-ordinates the work of support staff in the classroom
- Engages in and maintains a dialogue with parents about their child’s development
- Forms good relationships with parents, colleagues, school governors and the community

PERSONAL QUALITIES:

- Good organisational skills
- Excellent time keeper
- Approachable, empathetic and enthusiastic
- Ability to be decisive, consistent and to set priorities
- Effective communicator (both orally and in writing) to a variety of audiences
- Maintaining personal motivation and others morale with the ability to adapt to change in a positive way
- Ability to develop good relationships within a team and ability to be a supportive team player
- Commitment to personal professional development
- Ability to relate well to all involved in school life, showing sensitivity, consideration but also a sense of humour when needed!

Other Requirements

- Commitment to promote equal opportunities in line with the council's and school's equal opportunity policies
- Commitment to the school's Mission Statement, promoting the school's aims positively and enhancing the school's ethos
- A willingness to work throughout the Primary school phase
- An understanding of Health and Safety issues
- Commitment to safeguarding and promoting the welfare of all children

Desirable:

- Experience teaching in a Catholic school or faith school
- Knowledge of Catholic RE curriculum (e.g., *Come and See, Lighting the Pathway*)
- Experience supporting children with SEND or EAL
- Experience working with children with autism, speech and language needs or developmental delays