



St Anthony's Catholic Primary School

A Voluntary Academy



Headteacher: Mrs C P Fox, B.Ed., M.Sc., NPQH

JOB DESCRIPTION

FULL TIME CLASS TEACHER - KS1/KS2 flexible

Grade: M1-UP3

Primary Purpose of Role:

To provide an effective education for pupils as outlined in the Teacher's Standards Framework and by meeting all the statutory requirements.

Responsible to: The Headteacher

Main Duties

- To fulfil the Conditions of Employment for Teachers other than Headteachers as stated in the current *School Teachers' Pay and Conditions Document*
- Be an excellent classroom practitioner
- Have an impact on educational progress beyond your assigned pupils
- Line manage and appraise identified staff
- Assist in the smooth running of the school at all times

Duties and responsibilities:

Leadership and management

Support and implement the vision and ethos of the school

- Contribute to, implement and evaluate the success of School Development Plan relevant to your area
- Ensure that the work of the team/whole school (as relevant) is inclusive and issues are addressed in curriculum and/or pastoral management
- Ensure policies are translated into practice by the team and that you bring to the attention of SLT any which may need revisions or amendments
- As appropriate contribute to the writing of self-evaluation and policy documents
- Manage effectively the transition of pupils to and from your phase and within it
- Promote cross curricular approaches to teaching and learning
- Be a proactive and effective member of the middle leadership team

Teaching and learning responsibility

- Lead a core subject across the whole school
- Develop, demonstrate and promote teaching and learning activities appropriate to full age and ability range.

Manage resources

- Manage, monitor and accurately account for any budget for your area.
- Evaluate, organise and monitor the use of resources

Staff development

- Act as a reviewer with the arrangements for the appraisal of all identified staff
- Take a lead role in identifying group and/or individual training needs and provide support for colleagues within your area of responsibility promoting a whole school approach
- Act as a role model, mentor or consultant to colleagues as appropriate and encourage collaboration, co-operation and teamwork



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PERSON SPECIFICATION CLASS TEACHER - M1-UP3

CRITERIA	E - Essential D - Desirable
<p>Qualifications</p> <ul style="list-style-type: none"> • To have completed DFES recognised initial teacher training course leading to Qualified Teacher Status • To have three years of experience • To have recent, relevant experience of working in a primary school 	<p>E</p> <p>D</p> <p>D</p>
<p>Professional Values and Practice</p> <ul style="list-style-type: none"> • High expectations of all children • Positive views on inclusion • Effective communication skills • A commitment to leading and working as part of a collaborative team • Awareness of the professional values and behaviours expected of teachers • Commitment to professional development using targets agreed during induction 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>
<p>Knowledge and Understanding</p> <ul style="list-style-type: none"> • Secure knowledge of the Curriculum • Experience of leading a subject area • Experience of using ICT effectively both in curriculum planning and teaching • Understanding of your responsibilities under the SEN Code of Practice • Knowledge and experience of developing a purposeful learning environment 	<p>E</p> <p>D</p> <p>E</p> <p>E</p> <p>E</p>
<p>Planning, Expectations and Targets</p> <ul style="list-style-type: none"> • Knowledge and experience of applying a framework of curriculum planning which: <ul style="list-style-type: none"> - Includes long and short term plans - Requires learning objectives to be identified for classes, groups and individuals 	<p>E</p>

<ul style="list-style-type: none"> - Enables monitoring, assessment and recording of pupils' progress • Understanding the role of other professionals in maximising pupils' learning 	<p>E</p>
<p>Teaching and Class Management</p>	
<ul style="list-style-type: none"> • Organisational and time management skills to enable effective teaching of whole class, groups and individual pupils regardless of ability 	<p>E</p>
<ul style="list-style-type: none"> • Knowledge and experience of interactive teaching methods and collaborative group work, which enable pupils to take responsibility for their own learning 	<p>E</p>
<ul style="list-style-type: none"> • Experience of enabling pupils with different learning needs and of varying abilities (including EAL) to maximise their learning through provision of differentiated activities 	<p>E</p>
<ul style="list-style-type: none"> • Commitment to developing children to independent learners, including those with additional needs 	<p>E</p>
<ul style="list-style-type: none"> • Awareness of equality issues, including maximising opportunities to explore and promote equality and raise awareness of diversity through teaching and learning 	<p>E</p>
<ul style="list-style-type: none"> • Use a range of strategies to promote good behaviour and to manage inappropriate behaviour within school policies 	<p>E</p>

Evidence Key:

A – Application Form

L – Letter

I – Interview

R – Reference

E – Essential

D – Desirable

'Recent' should refer to the last two years

'Relevant' includes time as a participant in INSET