



# Job description: Primary Classroom Teacher

## Job details

**Salary:** Main-scale + Outer London Weighting

**Contract type:** Full-time / Part-time / Permanent

**Reporting to:** Vice Principal/ Principal

## Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

## Duties and responsibilities

### Teaching

- › Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- › Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- › Adapt teaching to respond to the strengths and needs of pupils
- › Set high expectations which inspire, motivate and challenge pupils
- › Promote good progress and outcomes by pupils
- › Demonstrate good subject and curriculum knowledge
- › Participate in arrangements for preparing pupils for external tests
- › Dedication to research-based systems and addressing the need of pupils with disadvantages

### Whole-school organisation, strategy and development

- › Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- › Make a positive contribution to the wider life and ethos of the school
- › Work with others on curriculum and pupil development to secure co-ordinated outcomes
- › Provide cover, in the unforeseen circumstance that another teacher is unable to teach

- › Work collaboratively so that consistency in systems and ethos benefit every child

## **Health, safety and discipline**

- › Promote the safety and wellbeing of pupils
- › Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- › Adhere to MAT and school policies

## **Professional development**

- › Take part in the school's appraisal procedures
- › Take part in further training and development in order to improve own teaching
- › Take part in the appraisal and professional development of others, where appropriate
- › Engage in research and professional development to use current and research-based approaches

## **Communication**

- › Communicate effectively with pupils, parents and carers
- › Participate in community events and demonstrate a commitment to building a strong community

## **Working with colleagues and other relevant professionals**

- › Collaborate and work with colleagues and other relevant professionals within and beyond the school
- › Develop effective professional relationships with colleagues
- › Reciprocate the welcoming and enthusiastic team ethos of the whole school

## **Personal and professional conduct**

- › Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- › Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- › Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- › Follow guidance for Drapers' MAT and school policies, including the Staff Handbook

If you have additional responsibilities as an experienced or expert teacher:

## **Management of staff and resources**

- › Direct and supervise support staff assigned to them, and where appropriate, other teachers
- › Contribute to the recruitment and professional development of other teachers and support staff
- › Deploy resources delegated to them
- › Work collaboratively with colleagues to maintain high standards across the school, for personal development as well as teaching and learning

## **Safeguarding**

- › Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- › Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- › Promote the safeguarding of all pupils in the school
- › Demonstrate a commitment to Safeguarding Culture

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

## Person specification

CRITERIA	QUALITIES
<b>Qualifications and experience</b>	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful primary teaching experience</li> <li>• Knowledge of Read Write Inc</li> </ul>
<b>Skills and knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Ability to build effective working relationships with pupils</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> <li>• Good computing skills, particularly using educational technology to support learning</li> </ul>
<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> <li>• Commitment to participating fully in building the community of a new school</li> <li>• Have resilience to work in a demanding role, maintaining a focus on the daily experiences of the children</li> <li>• Be a team player; striving for excellence for the whole team</li> <li>• Open and reflective practitioner with an enthusiasm for professional development and strive for excellence</li> </ul>