

RUSSELL HALL PRIMARY SCHOOL
OUTLINE JOB DESCRIPTION FOR
CLASSROOM TEACHER ON COMMON PAY SPINE



The following information is provided to assist teaching staff to understand and appreciate the work content of their post and the role they are to play in the school. However, the following points should be noted:

- The post holder is required to carry out the professional duties of a school teacher as set out in the current School Teachers Pay and Conditions Document, and such particular duties which the Head Teacher may reasonably direct from time to time.
- The details set out below describe the main duties and responsibilities relating to the post; however, a document such as this does not permit every item to be specified in detail, nor does it direct the particular amount of time which should be spent in doing so.

PRINCIPAL RESPONSIBILITIES

- Responsible to the Head Teacher and/or members of the Senior Leadership Team.
- To teach pupils either in the role of a class teacher, or as a support teacher, as may be directed by the Head Teacher.
- Planning and preparing in order to teach, according to educational needs, pupils assigned to them.
- Assessing, recording and reporting on the development, (intellectual, social, emotional and behavioural), progress and attainment of pupils.
- The above work will be carried out according to this school's designated policies.
- Promoting the attainment, progress and well-being of all individual pupils within school.
- Communicating, consulting and co-operating with colleagues, parents, support agencies and other relevant bodies and participating in meetings arranged for any of the purposes described above.
- Participating in appraisal reviews linked with professional performance.
- Participating in Continuous Professional Development.
- Maintaining good order and discipline and safeguarding pupils' health and safety when concerned with both in and out of school activities.
- Participating in all team planning meetings.
- Ensuring that the classroom environment supports current teaching and learning as well as in designated areas around the school.
- Covering in accordance with the School Teachers' Pay and Conditions Document.



- Participating in National and school assessment procedures.
- Contributing to the professional development of in-house colleagues.
- Co-ordinating or managing the work of in-house colleagues.
- Participating in administrative tasks stated in the School Teachers' Pay and Conditions Document.
- Take assembly in accordance with school policy.
- Participating in, and reporting on, any initiatives described within the school development plan.
- Ensuring that teaching areas are tidy with drawers labelled, equipment neatly arranged and accessible.
- Ensuring care and replacement of both classroom and central equipment.
- Have a clear understanding of good practice with regard to safeguarding all children.
- To take responsibility for a curriculum area as directed by the Headteacher.

Russell Hall Primary School
Class Teacher - Person specification

		Essential	Desired	Evidence base
Qualifications	Qualified Teacher Status	✓		A
	Evidence of continuous INSET	✓		A
	A commitment to continuous professional development	✓		A I
	Experience of developing pupils' knowledge and understanding of the communities in which they live and of developing their experience of wider communities		✓	A I R
	Evidence of liaison work with other stakeholders, including parents, colleagues, and support agencies		✓	A I R
	Evidence of successful implementation of strategies which improve progress and raise pupils attainment	✓		A I R
	Experience of the monitoring, assessment, recording and reporting of pupils' progress;	✓		A I R
Knowledge and understanding	Knowledge and understanding of the National Curriculum 2014	✓		A I
	Knowledge and understanding of effective assessment methods	✓		A I R
	Understanding of the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies);	✓		A I R
	Able to motivate and engage children in their learning	✓		A I R
	Good organisational skills to create and maintain a stimulating and attractive learning environment	✓		A I R
Skills	Demonstrates the ability to react to CPD	✓		A I R
	Able to prioritise and manage time effectively to achieve objectives	✓		A I R
	Develops good relationships within a team	✓		A I R
	Able to interpret and make effective use of a range of pupil data and other sources of evidence to identify key issues for improvement	✓		A I R
	Good ICT skills showing ability to use a range of strategies to teach, motivate and inspire others	✓		A I R
	Communicate effectively (both orally and in writing) with a variety of audiences;	✓		A I R
	If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics	✓		A I R
	Ability to manage low-level behaviours and have a range of strategies to promote positive behaviour	✓		A I R

Personal attributes	Evidence of the ability to maintain effective discipline in a positive context and to promote well-ordered and self-disciplined behaviour throughout the school	✓		A I R
	Able to deal sensitively and fairly with conflict, and negotiate solutions to problems	✓		A I R
	Well organised, calm, positive, and confident	✓		A I R
	High level of emotional literacy – able to encourage, inspire and motivate pupils and colleagues	✓		A I R
	Reflective and professional with high levels of stamina, energy and determination	✓		A I R
	Respect for the views of pupils and parents and a commitment to the importance of involving parents in the learning process	✓		A I R
Safeguarding and equal opportunities	Knowledge and understanding of good practice with regard to safeguarding all children	✓		A I
	Understanding of child development and the ability to recognise and respond to individual pupil's needs	✓		A I R
	Aware of the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection	✓		A I
Commitment	Demonstrate a commitment to: <ul style="list-style-type: none"> • Equalities • Promoting the school's vision and ethos • Relating positively to and showing respect for all members of the school and wider community • Safeguarding and child protection and promoting the welfare of children 	✓		A I R

A-application; I-interview; R-reference

An enhanced DBS certificate will be requested for the successful candidate.