



Job Description

General Information

Job Title: Class Teacher - EYFS

JD Code: JDT01b

Reports to: Principal

Line Management:

The post holder will be accountable to the Principal for all initiatives related to this post.

Job Purpose:

The teacher will:

- Be responsible and accountable for all aspects of the progress, attainment, care, guidance and support of identified groups of students and the quality of learning and teaching in the classroom.
- 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
- Use student progress and attainment data available to monitor and evaluate the progress and attainment of all student groups e.g. students in receipt of disadvantaged funds; ethnic minorities; SEND; girls; boys; high attainers
- 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

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 values and vision
- 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
- Coordinate a foundation subject, under the direction of the Curriculum Leader



- Provide cover, in the unforeseen circumstance that another teacher is unable to teach

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain an orderly, graffiti and litter free classroom, and maintain good order and discipline among pupils, managing behaviour effectively to ensure a safe and secure learning environment which inspires students to want to learn.

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Ensure that all Classroom/Teaching Assistants receive clear direction re: classroom intervention and that all planning and preparation is shared in advance of the lesson
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

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

- Any other duty deemed by the Principal to be appropriate to this post.

This job description may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the Trust in relation to the post holder's professional responsibilities.

PERSON SPECIFICATION

CRITERIA	ESSENTIAL	DESIRABLE
A. Education and training	<ul style="list-style-type: none"> Graduate with Qualified Teacher Status. GCSEs grade A* - C, including English and Mathematics. or equivalent qualifications. 	
B. Skills and abilities	<ul style="list-style-type: none"> Evidence of appropriate professional development. Demonstrate excellent classroom practice. Relate to and motivate students. Possess good behaviour management strategies. Good level of ICT literacy, including good working knowledge of Microsoft Office and email. 	
C. Knowledge and Experience	<ul style="list-style-type: none"> Experience of successful teaching as evidenced by adding value to student achievements. Have a thorough working knowledge and understanding of EYFS & the National Curriculum Understand how ICT can be used to enhance students' learning. significant knowledge of phonics and reading strategies 	<ul style="list-style-type: none"> Knowledge of teaching across the whole Primary age range
D. Personal qualities	<ul style="list-style-type: none"> Able to communicate effectively with colleagues and to deal politely and tactfully with a wide range of people. Ability to work as part of a team. Reliable, honest and trustworthy. 	
E. Approach to work	<ul style="list-style-type: none"> Committed to safeguarding the welfare of young people. Ability to plan own work and work on own initiative. Ability to prioritise work to achieve deadlines. 	

Once in post, the post holder will:

- continue to maintain and demonstrate high standards;
- demonstrate a commitment to develop themselves professionally;

In addition, the post holder should have the ability to:

- vocalise the school's vision and aspirations
- be flexible to adapt to change
- be a role model and act as an ambassador for the school and Trust in and outside of the school by speaking positively about the school in the community; upholding a 'Commitment to Excellence' at all times; by dressing appropriately and smartly.