

Teacher

Job Description

Position profile

School	Birchen Coppice Primary Academy
Post title:	Class Teacher
Responsible to:	Headteacher
Remuneration:	TMS
Commencement date:	September 2021

General professional duties and responsibilities

The postholder is required to carry out under the reasonable direction of the Headteacher the professional duties of a teacher which are set out in the relevant paragraphs of the School Teachers' Pay and Conditions Document and any subsequent amendments.

The postholder must at all times carry out her/his responsibilities with due regard to the Trust's policies including the Equal Opportunities Policy.

Particular responsibilities (that do not include or imply any voluntary activities)

To be agreed in conjunction with the needs of the academy.

- To plan, implement and deliver an appropriate curriculum to meet the needs of all pupils in their class.
- Display good subject knowledge appropriate to the primary curriculum.
- Be responsible for the learning achievement of all pupils in the class.
- To promote progress and well-being of every child in the class.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, academy councillors, other staff and external agencies in the best interest of pupils.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.
- Contribute to curriculum development that is in line with Trust approach and values.

- Coordinate and manage an effective learning environment for all pupils which is positive, safe, stimulating and promotes the wellbeing of all pupils.
- Ensure the effective and efficient use of any support staff who are supporting teaching and learning in the classroom.
- Set regular opportunities for home learning.
- Implement and follow Trust and school policies and procedures.
- Maintain appropriate records and provide accurate information on pupil progress and other relevant matters as required by the school.
- To assess, record and report on attendance, progress, development and attainment of pupils.
- Provide feedback to pupils work in line with school policy and use this to inform future planning and teaching.
- Report to parents on the development, progress and attainment of pupils.
- To take part in the school's professional development programme by participating in arrangements and opportunities for continuous professional development.
- Any other duties as deemed necessary.

Note

1. This job description is not necessarily a comprehensive definition of the post.
2. The particular duties and responsibilities listed above may be subject to reasonable change from time to time following consultation between the Headteacher with the postholder.

Teacher

Person Specification

Evidence against the person specification will be gathered in the following ways:

AF- Application Form

I – Interview Process

R- References

	Essential	Desirable	Evidence Gathered
Qualifications	Qualified Teacher Status (QTS)	Evidence of continuous professional learning and development.	AF
Experience	The Class Teacher should have a range of experience of teaching primary age children. Working in partnership with parents, families and the community.	Leading a subject Teaching across the whole Primary age range;	AF I
Knowledge and understanding	The Class Teacher should have knowledge and understanding of: the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies); a range of positive behaviour strategies;	The preparation and administration of statutory National Curriculum tests; The links between schools, especially in a multi-academy trust;	AF R I

	<p>statutory National Curriculum requirements in primary schools</p> <p>the monitoring, assessment, recording and reporting of pupils' progress;</p> <p>the statutory requirements of legislation concerning Equal Opportunities, Health & Safety, SEND and Child Protection;</p> <p>The positive links necessary within school and with all its stakeholders;</p> <p>Effective teaching and learning styles.</p>		
Skills	<p>The Class Teacher will be able to:</p> <p>promote the trust's vision and values positively;</p> <p>develop good personal relationships within a team;</p> <p>establish and develop close relationships with parents, Academy Councillors and the community;</p> <p>communicate effectively (both orally</p>	<p>In addition, the Class Teacher might also be able to:</p> <p>develop strategies for creating community links;</p> <p>undertake action research;</p> <p>use digital technology to enrich learning</p> <p>ability to lead an extra-curricular activity</p>	AF I R

	and in writing) to a variety of audiences; create a happy, challenging and effective learning environment.		
Personal characteristics	<ul style="list-style-type: none"> Values-led Approachable Committed Courageous Enthusiastic Organised Patient Resourceful Kind 		AF R I

*Note: Due to the nature of how a multi-academy trust operates there is an expectation that all staff are willing and able to travel across the MAT (via their own car) to provide school-to-school support from time to time, as required. This means that a clean driving licence and acceptance of these terms is essential. Travel expenses will be reimbursed at the agreed rate.