

## JOB DESCRIPTION

Job Title: Class Teacher	Location: The Winchcombe School
Authority: West Berkshire Council	Grade/Salary Range: Dependant on experience £32,916 to £45,352

### JOB PURPOSE

- To contribute to raising standards of pupil attainment
- To plan, implement and deliver an appropriate and differentiated curriculum for all pupils in your class
- To promote the progress and well-being of every child in the class assigned to them
- To undertake the professional duties and responsibilities of a Teacher as set out in the current School Teachers' Pay and Conditions document
- To uphold the professional code of the General Teaching Council for England.

### DESIGNATION OF POST AND POSITION WITHIN DEPARTMENTAL STRUCTURE

Reporting to Key Stage Leader or another delegated Senior Leader

### CORE DUTIES AND RESPONSIBILITIES

This is a summary and needs to be read in conjunction with the Teacher's Pay and Conditions document.

- To teach pupils assigned to the teacher and to ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- To ensure highest standards of attainment possible.
- To be a role model for the ethos and core values of the school while teaching pupils.
- Assist in the development of appropriate syllabuses, resources, schemes of work, policies and teaching strategies within the school.
- To ensure the effective and efficient use of any staff who is supporting teaching and learning in the classroom.
- To teach pupils according to their educational needs.
- To implement and follow school policies and procedures as approved by the staff, SLT and Governors.
- To set targets for pupils based upon prior attainment.
- Provide a supportive learning environment where resources can be accessed appropriately by all pupils.
- To actively participate in the Performance Management Process for the evaluation of their own performance.
- To maintain good order and discipline in the classroom in accordance with the school's behaviour policy.
- To maintain appropriate records and provide accurate information on pupil progress and other relevant matters as required by the school.
- To maintain an accurate register.
- To alert the Head Teacher of any persistent or major problems being experienced by pupils and contribute towards a solution.
- To mark/give feedback on work set in school and for home learning so that the learners are informed how to improve.
- To assess record and report on the attendance, progress, development and attainment of pupils and keep such records as are required.
- To take part in the school's staff development programme by participating in arrangements and opportunities for continuous professional development.
- To attend and participate in meetings which relate to the school's management, curriculum, administration or organisation.
- To work with officers of relevant outside agencies or bodies.
- To report to parents on the development, progress and attainment of pupils.
- To lead a subject across the school if not an ECT
- The post holder is responsible for ensuring that the school child protection policy is adhered to and concerns are raised in accordance with this policy

### SCOPE OF JOB (Budgetary/Resource control, impact)

No budgetary control

## PERSON SPECIFICATION

Job Title: Class Teacher		Location: The Winchcombe School	
Authority: West Berkshire Council		Grade/Salary Range: Dependant on experience	
KEY CRITERIA	ESSENTIAL	DESIRABLE	
Qualifications and Training	<ul style="list-style-type: none"> <li>• Minimum qualification of Initial Teacher Teaching e.g. BEd., PGCE, SCITT</li> <li>• A commitment to continuous training</li> <li>• A willingness to carry out child protection training (level1)</li> </ul>	<ul style="list-style-type: none"> <li>• First Aid</li> <li>• Further training in a range of areas especially SEN</li> </ul>	
Competence Summary (Knowledge, abilities, skills, experience)	<ul style="list-style-type: none"> <li>• Relevant KS1 or KS2 teaching experience and to be a good or better teacher</li> <li>• An advocate for children's quality learning</li> <li>• An ability to enable positive pupil progress</li> <li>• An ability to ensure high levels of pupil interest and motivation</li> <li>• Ability to demonstrate a thorough knowledge of the scope, structure and balance of the National Curriculum</li> <li>• An understanding of the Primary Strategy, APP and AFL</li> <li>• A knowledge of effective ways of working with parents/support assistants</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of creative curriculum development</li> <li>• Developed skills in a range of curriculum areas especially science but also the arts</li> <li>• Year 6 SATS experience</li> <li>• Proven leadership and co-ordination skills</li> </ul>	
Work-related Personal Requirements	<ul style="list-style-type: none"> <li>• To have high expectations of all in the school community</li> <li>• Be positive, creative and energetic</li> <li>• Work as an effective team member to ensure the delivery of high quality teaching and learning throughout the school</li> <li>• Promote consistent positive behaviour and discipline</li> <li>• Communicate clearly and effectively, both orally and in writing</li> <li>• Demonstrate high standards of personal organisation</li> <li>• Good health record</li> <li>• Willingness to lead a subject area throughout the school</li> <li>• Suitability to work with children</li> <li>• Be optimistic – anything can be achieved</li> <li>• Successful Enhanced DBS clearance</li> </ul>	<ul style="list-style-type: none"> <li>• Easy approachable manner</li> </ul>	