

## Class Teacher Job Description

|                         |                                 |
|-------------------------|---------------------------------|
| <b>Appointment for:</b> | Class Teacher - Full Time       |
| <b>Start Date:</b>      | 4 <sup>th</sup> January 2027    |
| <b>Salary:</b>          | ECT - UPS                       |
| <b>Location:</b>        | <b>Downsview Primary School</b> |
| <b>Responsible to:</b>  | Headteacher                     |

**Duties:** The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

### Main Duties and Responsibilities

|                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Teaching and Learning</b>           | <ol style="list-style-type: none"> <li>1. To be a good or an outstanding teacher.</li> <li>2. To effectively teach children, meeting their many and varied needs.</li> <li>3. Use a repertoire of strategies to meet children's different learning styles.</li> <li>4. Have thorough subject knowledge and keep abreast of national and local developments.</li> <li>5. To provide a highly stimulating classroom environment that supports learning.</li> <li>6. Teach engaging and effective lessons that motivate, inspire and develop knowledge and excellent learning behaviour.</li> </ol>                                                                                                        |
| <b>Recording and Assessment</b>        | <ol style="list-style-type: none"> <li>1. Carry out duties in accordance with the school's aims and policies.</li> <li>2. Set clear targets for children's learning and use assessment information to inform all aspects of planning.</li> <li>3. Display commitment to raising standards and accelerating pupil progress.</li> <li>4. Attend consultation evenings and keep parents informed about their child's progress.</li> </ol>                                                                                                                                                                                                                                                                  |
| <b>Standards and Quality Assurance</b> | <ol style="list-style-type: none"> <li>1. Support the aims and ethos of Downsview School and role model the school principles, including Downsview core values.</li> <li>2. Follow Downsview school policies and procedures.</li> <li>3. Set a good example in terms of dress, punctuality and attendance.</li> <li>4. Attend and participate in open evenings and report on pupil progress.</li> <li>5. Uphold the school's high culture of behaviour and achievement expectations.</li> <li>6. Participate and contribute to staff training and meetings.</li> <li>7. Positively embrace professional development and research.</li> <li>8. Ability to reflect on and improve performance.</li> </ol> |
| <b>Additional Duties</b>               | <ol style="list-style-type: none"> <li>1. Be a role model in all your actions and behaviour.</li> <li>2. To undertake professional development and research as agreed. Direct additional adults so that they add significant value to learning outcomes.</li> <li>3. To be aware of and comply with policies and procedures relating to Child Protection and Safeguarding, Human Resources, Health and Safety and report all concerns to the appropriate person.</li> <li>4. Undertake other general tasks that the Headteacher may reasonably ask.</li> <li>5. Run a school club that enriches pupils' experiences beyond the classroom.</li> </ol>                                                    |

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. This job title is current at the date shown, but in consultation with you, may be changed by the Headteacher to reflect or anticipate changes in the job commensurate with the grade and job title.

## Main Scale Teacher – Person Specification

|                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Education/Qualifications</b> | <ul style="list-style-type: none"> <li>• Be qualified to degree level or higher</li> <li>• Have Qualified Teacher Status</li> <li>• Be qualified to teach and work in the United Kingdom</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Experience</b>               | <ul style="list-style-type: none"> <li>• Have taught children successfully, meeting their many and varied needs.</li> <li>• Have evidence of being a good or outstanding teacher</li> <li>• Have evidence of raising standards and accelerating pupil progress</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>Knowledge/Understanding</b>  | <ul style="list-style-type: none"> <li>• Understand the purpose, structure and balance of the National Curriculum and its requirements</li> <li>• Have thorough subject knowledge and keep abreast of national and local developments</li> <li>• Be able to use ICT creatively and effectively</li> <li>• Display commitment to the safeguarding and protection of children and fulfil relevant duties for child protection.</li> <li>• Be committed to equal opportunities - respect and value different experiences and backgrounds</li> </ul>                                                                                                                                                        |
| <b>Skills/Abilities</b>         | <ul style="list-style-type: none"> <li>• Assess, record and report on the achievements of pupils in accordance with the school's policies and procedures</li> <li>• Have exceptional organisational skills, including time management</li> <li>• Adapt teaching and apply flexible grouping strategies, to respond to children's individual needs</li> </ul>                                                                                                                                                                                                                                                                                                                                            |
| <b>Personal Qualities</b>       | <ul style="list-style-type: none"> <li>• Lead the class with integrity, basing decisions on securing the best outcomes for every child</li> <li>• Develop positive relationships with all members of the school community</li> <li>• Have strong inter-personal skills, including the capacity to be persuasive, diplomatic and flexible</li> <li>• Have an exemplary record of attendance and punctuality</li> <li>• Have high expectations of pupils, adults and self</li> <li>• Be committed to personal and professional development, is reflective and learns from past experiences</li> <li>• Be motivated and proactive with a "can do" attitude</li> <li>• Willingness to run a club</li> </ul> |