



Christ Church Primary School

Christ Church Hill, London, NW3 1JH

JOB DESCRIPTION FOR CLASS TEACHER

General Responsibilities for a Class Teacher

The class teacher is an employee of the Governing Body and is required to carry out his/her duties in accordance with the terms and conditions of the current School Teachers' Pay and Conditions Document and the Teachers' Standards.

The teacher will work within the framework of national legislation and school, Local Authority and LDBS policies and guidelines. These include complying with Health and Safety, Equalities and Safeguarding policies.

1. Liaison and cooperation

The teacher will work in positive and courteous liaison, contact and cooperation with

- other members of the staff team
- members of Local Authority or LDBS support team
- organisations and networks relevant to primary school teaching and learning
- parents, governors and the local community

2. Planning

- Plan and prepare medium and short term plans and individual lessons appropriate to the needs, interests, experience and existing knowledge of the class and in line with the National Curriculum and school curriculum guidance.

3. Teaching and learning

- Teach the class following these plans and school policies and guidelines, including setting work to be completed as homework.
- Teach engaging and appropriate lessons which enable all children to make progress (including the organisation of trips, visitors, class assemblies and workshops).

4. Marking, assessment and recording

- Mark and assess pupils' work, give pupils constructive feedback and record their development, progress and attainment. Provide opportunities for pupils to respond to feedback given in order to make further progress.
- Prepare children for, administer and organise relevant end of Key Stage or other statutory assessments.

5. Reporting on progress

- Report on children's progress to parents, other members of staff and, where relevant, outside agencies, including writing annual written reports and discussing children's progress at parents evenings.

6. Behaviour and relationships

- Maintain good order and discipline in the class and show respect for and promote the rights and responsibilities for all in the school community.
- Promote understanding of and follow the school's behaviour policy and guidelines.
- Be proactive in promoting the positive behaviour of all the children in the school, including during playground duties.
- Develop positive relationships with pupils, parents and other members of staff.
- Take the lead in the pastoral care of the class, liaising with parents, the head teacher and other members of staff where appropriate.

7. Learning environment and health and safety

- Maintain an attractive, stimulating and safe learning environment in the classroom and contribute to displays in the school as a whole.
- Have high regard to all relevant risk assessments and other guidance to ensure health and safety is given the highest priority.

8. Continuing Professional Development

- Keep up to date with current developments in policy and practice.
- Be proactive in participation in school-based INSET, meetings and JPD activities and in externally-provided CPD opportunities.
- Participate in appraisal and monitoring activities, following statutory and school policies.
- Participate in leading training of trainee teachers as part of the school's role as a School Direct lead school.

9. Whole school policies and events

- Contribute to the development and review of whole school policies and schemes of work.
- Participate in the organisation and running of whole school events.

10. Review and reflection

- Be able to review and reflect on your own practice, identifying areas of strength and for development.

11. School ethos and RE teaching

- Support the school's ethos and aims as a Church of England School.
- Attend assemblies, collective worship and school church services.
- Teach RE to your class, following the school's scheme of work, which includes teaching and learning about Christianity and other world faiths.

12. Equality policies

- Carry out all tasks with due regard to school and Local Authority equalities policies and regulations, ensuring for example that teaching matter and resources reflect this guidance.

13. Safeguarding

- Ensure that the safety of pupils in the school is of paramount importance
- Follow and support the school's agreed safeguarding and child protection and related policies at all times
- Report any concerns regarding children's welfare to the school's designated safeguarding lead.

This job description will be reviewed regularly to take into account changes in legislation, school policies and the abilities and wishes of the post holder.

March 2018

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PERSON SPECIFICATION for CLASS TEACHER

	Essential	Desirable	How will we evaluate this?
Experience and qualifications	<ul style="list-style-type: none"> Primary teaching qualification Experience of successful class teaching in UK 	<ul style="list-style-type: none"> QTS in UK Teaching experience in an urban setting Evidence of commitment to CPD 	Application form
Knowledge and understanding	<p>The teacher should have knowledge and understanding of:</p> <ul style="list-style-type: none"> the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and differentiation for the more able, those with SEND or EAL) requirements of current legislation and statutory frameworks good, effective practice in planning, teaching and assessment the subject knowledge necessary to teach across the National Curriculum and across the primary age range current, relevant end of Key Stage assessment and reporting arrangements the statutory requirements of legislation concerning Equal Opportunities, Health and Safety, Child Protection and SEN the positive links necessary within school and with all stakeholders 		Lesson observation Application form Interview Interview tasks
Skills	<p>The teacher will be able to:</p> <ul style="list-style-type: none"> promote the school's aims, including being supportive of the school's Christian ethos plan and teach engaging and motivational lessons which enable all children to make good progress develop good relationships with pupils, parents and colleagues communicate effectively (both orally and in writing) to a variety of audiences create an attractive, stimulating and safe learning environment 	<p>In addition, the teacher might also be able to:</p> <ul style="list-style-type: none"> share skills and knowledge with colleagues in meetings or INSET 	Lesson observation Interview Interview tasks
Personal characteristics	<p>The teacher will be:</p> <ul style="list-style-type: none"> flexible, approachable and enthusiastic committed, organised and resourceful able to work independently and in a team able to demonstrate a sense of humour and make learning fun 		Interview Interview tasks Application form

In addition, the teacher will be required to undergo an enhanced DBS check and other pre-employment checks

Advert

Christ Church Primary School
Christ Church Hill
London, NW3 1JH

0207 435 1361

admin@cchurchnw3.camden.sch.uk

Class teacher MPS

Experienced teachers and NQT applications will be considered

September 2018

We are looking for an excellent, enthusiastic teacher to join our committed staff team as a class teacher in KS1 or KS2.

We can offer you:

- Well-behaved, enthusiastic and high-attaining children
- Supportive colleagues, leadership, parents and Governors
- A small, friendly one-form-entry school graded outstanding by Ofsted
- Opportunities to get involved in our unique Arts Project
- A school building that has recently been fully refurbished
- A location close to Hampstead village, tube station and Hampstead Heath
- The opportunity to take on subject leadership of a curriculum area, if appropriate

The successful teacher will:

- Be an excellent teacher with the ability to ensure all children make impressive progress
- Be able to differentiate to challenge all the children in the class, including the more able and those with specific needs
- Have very good interpersonal and communication skills, with the ability to work positively in our busy team
- Be able to support the Christian ethos of our school

Please contact the school office for more information or to arrange a tour with the head teacher.

Please download the application pack from our website at www.christchurchschool.co.uk/aboutschool/vacancies and return it by email to the school by the closing date.

The successful candidate will be expected to undergo an enhanced DBS check and other pre-employment checks. Please see our safeguarding document for more details.
Christ Church School is an equal opportunities employer.

Closing date for applications: 9am, Friday 20th April

Interviews: week beginning 23rd April