



**Job Description**

**Job Title: EYFS Class Teacher**

The children at Downsell reflect the rich ethnic and cultural diversity of the community. We are committed to inclusive education. Our Teaching Assistants work in collaboration with teaching staff throughout Downsell to help children achieve their potential.

As a class teacher you will be expected to:-

**Teaching**

- a) Plan, prepare and teach lessons;
- b) Assess and record work carried out by pupils;
- c) Evaluate attainment and progression of pupils;
- d) Support school behavioural policies encouraging reinforcement of positive behaviour

**General**

- a) Develop supportive relationships with pupils and parents;
- b) Communicate and consult with parents of pupils;
- c) Liaise with school staff, parents and other professionals to support pupils' learning;
- d) Participate in meetings as deemed necessary;
- e) Provide oral and written assessments, reports and references relating to individual pupils as required;
- f) Plan as part of a year / phase group, contributing ideas and sharing resources with colleagues;
- g) Lead assemblies occasionally, taking turns on the school rota, and to prepare class / year group contributions to open assemblies / performances to parents;
- h) Participate in School Performance Management procedures;



- i) To keep professional skills up to date and maintain a personal professional development file as a record of on-going training;
- j) To evaluate externally provided training attended and to feedback useful information to assist in school development;
- k) Promote the safeguarding of the health and safety of the whole school community when on school premises or when engaged in school activities elsewhere;
- l) To inform Headteacher or appropriate member of school leadership team of any concerns about any of the children in your care;
- m) To support and implement the aims and philosophy of Downsell Primary School.

### **Strategic Leadership**

Contribute significantly to:

- Implementing workplace policies and practice
- Promoting collective responsibility for their implementation

### **Professional characteristics**

- Be highly respected and able to motivate others
- Provide a role model for learners and other staff through personal and professional conduct.
- Have highly developed interpersonal skills, which enable you to be effective in school and in other situations.

Note:

This job description and allocation of particular responsibilities may be amended from time to time.



## Person Specification – Class Teacher

<p><b><u>Training &amp; Qualifications</u></b></p> <ol style="list-style-type: none"> <li>1. Qualified Teacher Status</li> <li>2. Evidence of continuing and recent professional development relevant to the post</li> </ol>	<p>Essential Desirable</p>
<p><b><u>Knowledge and understanding</u></b></p> <ol style="list-style-type: none"> <li>1. Having the knowledge and understanding of current theory and best practice in learning and teaching.</li> <li>2. Understanding the issues that relates to high achievement and attainment.</li> <li>3. Understanding of equal opportunity issues and how this can be effectively addressed in a multicultural school.</li> <li>4. Clear understanding of data analysis and the important impact this can have on achievement and attainment.</li> <li>5. Understanding effective procedures for managing and promoting positive behaviour among pupils.</li> <li>6. Understanding a range of teaching and learning styles and techniques.</li> <li>7. Culture and ethos – Having a good understanding of the importance and how this impacts on morale, high expectation and high standards.</li> <li>8. A good understanding of the role of parents and the community in school improvement including how this can be practised and developed.</li> </ol>	<p>Essential  Essential  Essential  Essential  Essential  Essential</p>
<p><b><u>Characteristics and Competencies</u></b></p> <p>Being able to:</p> <ol style="list-style-type: none"> <li>1. Promote the school's aims positively.</li> <li>2. Promote the school's positive culture and ethos</li> <li>3. Communicate effectively (both orally and in writing) to a variety of audiences.</li> <li>4. Create a fun, challenging and effective learning environment</li> <li>5. Develop good personal relationships within a team; making an effective contribution to high morale.</li> <li>6. Focus on raising standards</li> <li>7. Inspire others to achieve high standards</li> <li>8. Build effective relationships with parents and all members of the school community</li> <li>9. Create and enthusiastic and good-humoured approach to all aspects of teaching, management and leadership</li> <li>10. Establish and develop close relationships with parents, governors and the community.</li> </ol>	<p>Essential Essential Essential  Essential Essential  Essential Essential Essential  Essential Essential</p>