Job Description

Class Teacher – Lower School

JOB TITLE: Class Teacher – Lower School

SALARY RANGE: Main Pay Scale (MPS) / Upper Pay Scale (UPS)

LOCATION: Abertillery Learning Community – Lower School

REPORTING TO: Head of Lower School

Job Purpose

- Be responsible for the learning and achievement of all pupils in the class ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards (2012)
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

Key Responsibilities

All teachers are required to carry out the duties of a schoolteacher as set out in the current school Teachers Pay and Conditions Document. Teachers should also have due regard to the Professional Standards. Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Teaching

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate

- Be accountable for the attainment, progress and outcomes of pupils' you teach
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these, demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject)
- If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners' progress and levels of attainment
- Make accurate and productive use of assessment to secure pupils' progress
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate
- Participate in arrangements for examinations and assessments within the remit of the School Teachers' Pay and Conditions Document

Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting self-control and independence of all learners
- Carry out playground and other duties as directed and within the remit of the current School Teachers' Pay and Conditions Document

- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures

Team working and collaboration

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Cover for absent colleagues within the remit of the current School Teachers' Pay and Conditions document

Wider professional responsibilities

- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies
- Make a positive contribution to the wider life and ethos of the school

Administration

- Register the attendance of and supervise learners, before, during or after school sessions as appropriate
- Participate in and carry out any administrative and organisational tasks within the remit of the current School Teachers' Pay and Conditions Document

Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and wellbeing, refining your approaches where necessary responding to advice and feedback from colleagues
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012

Other

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the headteacher

Safeguarding

Abertillery 3-16 Learning Community is committed to safeguarding and promoting the welfare of pupils and young people at all times. All staff are responsible for promoting and safeguarding the welfare of all pupils in accordance with the Learning Community's policy.

The successful candidate will be required to undergo an Enhanced Check by the Disclosure and Barring Service (DBS).

Person Specification

Class Teacher – Lower School

Requirements	Selection Method		
	Essential or Desirable	Score	Tested at Interview, Lesson Observation and/or Application Form
Education/Qualifications/Professional Knowledge			
Qualified Teacher Status and EWC Registration (NQTs will be considered)	E		Application Form
Evidence of professional development	D		Application Form
Post Graduate Qualification	D		Application Form
Experience			
Successful teaching and curriculum experience including NQT experience	E		Application Form
Able to demonstrate experience of teaching within Primary Phase	E		Lesson Observation and Interview
Professional Knowledge and Understanding			
An understanding of the professional standards for teachers	E		Lesson Observation and Interview
Sound understanding of the Curriculum for Wales	E		Application Form and Interview
Knowledge of best practice and procedures for safeguarding children and young people	E		Application Form and Interview
Professional Qualities			
Committed to the development and maintenance of good relationships with staff, parents, pupils, governors and the community.	E		Application Form
Committed to the continuing professional development of self and others within the school.	E		Application Form
Demonstrates a flexible and adaptable approach	E		Application Form

Communicates enthusiasm and energy	E		Interview
Skills and Aptitudes			
Able to plan and organise effectively	E		Application Form
Well-developed oral and written communication skills	E		Application Form and Interview
Communicates at a level and in a manner appropriate to the situation	E		Interview
Adaptable to work across locations and phases	E		Application Form and Interview
Ability to speak Welsh	D		Application Form and Interview