## 

## Elmwood Infant and Nursery School

## Job Title: Class Teacher

**Scale:** Main Pay Scale (M1-M6, depending on experience)

**Responsible to:** The Head Teacher and the Governing Board of the school

**Job Description**

Take responsibility for a class of children determined on an annual basis by the Head Teacher and in accordance with the duties listed below.

* To carry out the duties of a class teacher in accordance with National Pay and Conditions of Service
* To plan, with year group colleagues, to provide a balanced curriculum that meets National Curriculum requirements and those of individual children
* To plan with clear learning objectives and deliver engaging learning activities
* To establish a good, consistent classroom ethos and environment
* To provide a well-organised stimulating classroom environment that encourages independent learning
* To use a variety of teaching styles and strategies that will deliver a curriculum appropriate to the age and needs of the children
* To ensure that the children are aware of their tasks and that high teacher expectations are met
* To ensure that learning support assistants are aware of planning and learning needs
* To respond to children’s work as a reinforcement to learning and highlight successes through discussion and display
* To record children’s progress through evaluation and the school’s assessment systems
* To report on children’s achievement to parents in written and oral forms to comply with school policy and statutory National requirements
* To be a positive role model for children, developing a caring environment in class and around the school, ensuring that equal opportunities have a high focus
* With colleagues encourage a high expectation of good behaviour in line with the school’s behaviour policy
* To attend staff meetings and Inset days taking an active part in developing policies
* To share in maintaining, developing and resourcing the school curriculum
* To attend regular courses to develop personal knowledge and skills to share their knowledge with colleagues and contribute to the development of the school
* To participate in the School’s Appraisal scheme
* To undertake such duties as are reasonably required by the Head Teacher.

This job description may be changed or modified after negotiation with the Head Teacher or as required by school circumstances and should be reviewed annually.

**Person Specification: Class Teacher**

Selection for interview will be based on the criteria outlined in this form. At each stage of the process an assessment will be made by the appointment panel to determine how far the criteria have been met.

Criteria should be addressed on the application form and/or in any statement of application as indicated. Criteria will be further tested later in the process through interview and lesson observation.

When completing your statement of application, you should ensure that you provide supporting evidence of how you meet the criteria through reference to recent work or other relevant experience.

1. **Education, qualifications and training**
2. DfE qualified teacher status. (Essential)
3. Commitment to own professional development.
4. **Experience**
5. Proven good to outstanding classroom practice.
6. Knowledge and understanding of strategies to support children in Pupil Premium, SEN and Inclusion groups.
7. Experience of successfully raising achievement in a class or group of pupils
8. Experience of working with pupils with additional needs through prior teaching or training placements.
9. **Skills and abilities**
10. Proven ability as a good to outstanding classroom practitioner.
11. Ability to motivate pupils and manage their behaviour effectively.
12. Ability to work collaboratively with colleagues and the wider school community in the development of the school.
13. Ability to communicate effectively and sensitively with a wide variety of people, including children, staff, parents/carers and the Senior Management Team.
14. Ability to work with colleagues to improve practice and to achieve consistently good or outstanding learning and teaching.
15. Ability to challenge and support colleagues in order to raise the standards of learning and teaching and improve outcomes for all pupils.
16. Ability to introduce and lead new initiatives within the school, for example leading on a curriculum area.
17. Sound ICT knowledge and skills relating to the class teaching, able to demonstrate effective use of ICT to enhance the learning and teaching.
18. Effective time management skills and the proven ability to work under pressure.
19. **Knowledge and Understanding**
20. A sound understanding of both the Early Years and National Curriculum.
21. A clear understanding of the features of outstanding learning and teaching.
22. A thorough understanding of the purposes and value of excellent planning and assessment and how monitoring and tracking progress can improve standards across the school.
23. A strong understanding of the importance of a broad and balanced curriculum and how this can be achieved creatively through themed planning.
24. Understanding of how the safety and well-being of pupils affects their ability to learn.
25. Familiarity / awareness of writing and delivering effective support plans for pupils with SEN.
26. **Commitments**
27. Commitments to all aspects of inclusive education and equal opportunities.
28. Commitment to achieving high standards and challenge for all pupils.
29. Commitment to achieving good and outstanding across the school.
30. Commitment to ensuring all pupils make expected or better than expected progress.
31. Commitment to sharing expertise, skills and knowledge and the ability to encourage others to follow suit.
32. Commitment to encouraging participation of parents/carers and the wider community in the life of the school.
33. Commitment to safeguarding and promoting the welfare of pupils.

School Address: Elmwood Infant School, Lodge Road, Croydon CR02PL

Tel: 0208 689 7681

Email: [epayne3.306@lgflmail.org](mailto:epayne3.306@lgflmail.org)

Website: [Welcome from our Interim Headteacher, Esther Payne – Elmwood Infant School](https://elmwood-inf.croydon.sch.uk/index.php/about-elmwood-infants/welcome-from-our-headteacher/)

Interim Head Teacher: Esther Payne