



ST. ANDREW'S CE PRIMARY SCHOOL

CLASSROOM TEACHER Job Description

At St Andrew's CE Primary School, we aim to bring children to a place where they can realise their full potential. Our Christian values are the foundation of all we do and each one is a facet of the central value, love, which 'always protects, always trusts, always hopes, always perseveres.' (1 Corinthians 13:7) Protect, Trust, Hope and Persevere

Introduction

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; and the Headteacher, or other Senior Manager if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the School's Stress at Work Policy and the Dignity at Work Policy.

General Duties within the context of the classroom:

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation and the Teachers' Standards document, or any subsequent legislation.

Specifically this includes:

1. Working within the stated aims and ethos of St Andrew's CE Primary School
2. Within the context of the classroom:
 - Planning, preparing and delivering lessons giving balanced curriculum access for all children.
 - Setting, marking, evaluating and reflecting on / responding to progress and attainment of individual pupils.
 - Providing a stimulating environment for children to work in.
 - Assessing and recording pupils' progress systematically and making reports as appropriate to the Headteacher, subject leaders and keeping parents informed about their child's work and progress.
 - Communicating and co-operating with other authorised agencies including the participation in meetings as required.
 - Establishing high levels of expectation, to include good standards of pupil behaviour and achievement within the class.
 - The health and safety of the class both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
3. Working closely with all team members to ensure continuity of approach.
4. Assisting in the promotion of the corporate life of the school and the personal, social and emotional well-being of pupils within the community.
5. Taking part in appropriate staff development in line with the school development plan and Performance Management objectives.
6. Contributing to out of school activities e.g. parents' consultations, open evenings, school trips etc as may reasonably be expected by the Headteacher.
7. Taking part in extra curricular activities in support of the school community, e.g. plays, concerts, entertainment, sports fixtures.

General Responsibilities

Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager.

General points

- You will be able to contribute to the Teacher's Pension Scheme
- Oxfordshire County Council is an equal opportunities employer
- Oxfordshire County Council operates a non-smoking policy in all its establishments

Notes

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employees who develop a disabling condition.

This job description is current at the date shown, but in consultation with you, may be changed by the Head Teacher to reflect or anticipate changes in the job.

Safer Recruitment

Oxfordshire Schools are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post involves the type of work with children and young people that requires applicants to undertake a Disclosure and Barring Service check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post. All users are considered confidentially and according to the nature of the role and information disclosed.

Person Specification
Classroom Teacher

Criteria	Essential	Desirable
Qualifications and experience	<ul style="list-style-type: none"> - Qualified Teacher Status - Experience of teaching - Experience of working as part of a team and working effectively with all stakeholders - Experience of working with Special Educational Needs 	<ul style="list-style-type: none"> - Further qualifications/CPD eg First Aid, Talk for Writing, Story Telling - Experience of teaching in more than one year group across the primary school age
Teaching and Learning	<ul style="list-style-type: none"> - Awareness of the relevant procedures for the safeguarding of children - High expectations of positive pupil behaviour - Good understanding and knowledge of the National Curriculum, Phonics teaching and other statutory requirements - Evidence of planning, organising and delivery of an appropriate curriculum each Key Stage. - The ability to provide effectively for the individual needs of all children - Assessment procedures including monitoring, evaluating and recording of individual children's records to be used for target setting and tracking - A strong commitment to raising standards through outstanding teaching and classroom management - Well organised with high expectations of themselves and the children - Effective teaching and learning styles that help to create a happy, challenging and effective learning environment - The importance of providing a stimulating learning environment, both indoors and out. 	<ul style="list-style-type: none"> - Awareness of latest initiatives and consultations - An ability to use tracking systems to challenge and monitor pupil progress - Experience of the effective use of assessment and analysis in raising standards. - Experience of leading a curriculum subject - A good understanding and competence in IT
Personal skills and qualities	<ul style="list-style-type: none"> - An ability to communicate and empathise with children and adults at all levels - A positive, enthusiastic approach to learning and gaining new skills through teamwork and training opportunities. - To be creative, have the drive and enthusiasm to be a good team player - To have good organisational skills and be reliable in fulfilling commitments - To set standards and provide a role model for pupils and staff - A commitment to continuing professional development - A willingness to support out of hours learning - Adapt to changing circumstances and new ideas - Committed to the Christian ethos and values of the school - Ability to maintain confidentiality - Have a sense of humour and perspective 	<ul style="list-style-type: none"> - Willingness to contribute to the wider school community, for example, after school clubs/assemblies.