



## Job Description – Class teacher

Thedwastre Education Trust is a local multi-academy trust in the heart of Suffolk. Our four village primary schools work very closely together to use the talents within all our schools for the benefit of our pupils.

We are looking for talented and enthusiastic individuals to work in our schools who embrace our ethos of partnership, collaboration and mutual support and will flourish working within our growing family of schools.

**Title of Post:**

Class teacher

**Location:**

Woolpit Primary Academy

**Purpose of the Job:**

Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document

Meet the expectations set out in the Teachers' Standards

**Accountable to:** Head teacher

**Scale / salary:** MPS

The Trust and its schools are committed to safeguarding and promoting the welfare of children and young people and the successful candidate must ensure that the highest priority is given to following guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Disclosure from the Disclosure and Barring Service (DBS).

This job description sets out the key duties and responsibilities and the duties listed are examples for this grade of post, however, similar duties may still be undertaken by the post holder and are not excluded because they are not listed. There may be circumstances where the post holder is required to work at other academy sites within the Trust.



### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

### Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes

### Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

### Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

### Communication

- Communicate effectively with pupils, parents and carers

### Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

### Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.



**PERSON SPECIFICATION**

Attribute	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> <li>• Qualified teacher status</li> <li>• Degree</li> <li>• Successful primary teaching experience</li> </ul>	
Knowledge / experience	<ul style="list-style-type: none"> <li>• Knowledge of the National Curriculum</li> <li>• Knowledge of effective teaching and learning strategies</li> <li>• A good understanding of how children learn</li> <li>• Knowledge of guidance and requirements around safeguarding children</li> <li>• Knowledge of effective behaviour management strategies</li> </ul>	A range of experiences of different schools
Skills / abilities	<ul style="list-style-type: none"> <li>• Ability to build effective working relationships with pupils</li> <li>• Ability to adapt teaching to meet pupils' needs</li> <li>• Good ICT skills, particularly using ICT to support learning</li> </ul>	
Personal qualities	<ul style="list-style-type: none"> <li>• A commitment to getting the best outcomes for all pupils and promoting the ethos and values of the school</li> <li>• High expectations for children's attainment and progress</li> <li>• Ability to work under pressure and prioritise effectively</li> <li>• Commitment to maintaining confidentiality at all times</li> <li>• Commitment to safeguarding and equality</li> </ul>	An interest in educational theory and research
Behaviours	Punctual, trustworthy, inspiring, demonstrating outstanding practice and supporting and building confidence in others.	