

**Post title:** Class Teacher

**Salary and grade:** MPS Plus SEN Allowance

**FTE:** Full Time

**Line manager/s:** Senior Leadership Team



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### **Main purpose of the job:**

To ensure the effective education of the pupils in the assigned classes in line with the schemes of work, objectives, and policies of the relevant department and with whole school policy.

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### **Key duties and responsibilities**

#### **Accountable to the Senior Leadership Team to:**

- Be responsible for the learning and wellbeing of all pupils in the class
- Ensure 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 pro-actively and effectively in collaboration and partnership with learners, parents and carers, governors, colleagues and other professionals in the best interests of pupils.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

The post holder will be responsible for the leadership and management of a team of Teaching Assistants

#### **Teaching, Learning and Assessment**

- 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.
- 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.
- Demonstrate a clear understanding of appropriate teaching strategies e.g. If teaching early reading, 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.
- Work with families on individual targets and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired.
- Undertake responsibility for the leadership and development of a designated non-core curriculum subject, including monitoring standards, supporting colleagues, and contributing to whole-school improvement.

### **Behaviour and Safety:**

- Create 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.
- 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.
- 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.
- 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.

### **Additional duties:**

- 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 through the NQT Induction Programme.
- Pro-actively participate with arrangements made in accordance with the Appraisal Regulations 2012.

### **Fulfil wider professional responsibilities:**

- Work collaboratively with others to develop effective professional relationships.
- Deploy support staff effectively as appropriate.
- Communicate effectively with parents and carers with regard to pupils' achievements and well-being using school systems/processes.
- Communicate and co-operate with relevant external professionals and services.
- Make a positive contribution to the wider life and ethos of the school.
- To lead and manage a specialist area of interest which could include the development of a subject across the school, or an area prioritised within the school's improvement plan.
- Demonstrate consistently high standards of personal and professional conduct in line with Teacher Standards.

### **Other duties:**

- Other such reasonable duties as determined and delegated by the Senior Leadership Team or Nexus MAT CEO consistent with the grade of the post and the experience of the Post holder
- 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.

### **Additional duties:**

As appropriate, the post holder's duties must be carried out in compliance with the following:

- Equal Opportunities Policy and Strategy;
- Information and Data Security Policies;
- ESFA's Financial Regulations as set out in the Academy Handbook;
- Health and Safety at Work Act (1974) (and subsequent health and safety legislation);
- Data Protection Act 2018;
- Information Records Management Toolkit for Schools.

These duties and responsibilities should be regarded as neither exclusive nor exhaustive as the post holder may be required to undertake other reasonably determined duties and responsibilities, commensurate with the grading of the post, without changing the general character of the post.

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## **Equal opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

## **Health and safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

## **Safeguarding**

Nexus MAT is committed to safeguarding and promoting the welfare of children and young people. The highest priority must be given to following the guidance and approaches to safeguard children and follow all safeguarding procedures outlined by the MAT and member schools.

## Person Specification

|                                    |                                                                                                                 | Essential | Desirable |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------|-----------|
| <b>Qualifications &amp; Skills</b> | DfE recognised qualified teacher status (QTS)                                                                   | •         |           |
|                                    | Good knowledge of current thinking and practice in education                                                    | •         |           |
|                                    | Commitment to continuous improvement/CPD                                                                        | •         |           |
|                                    | Commitment to inclusive practice                                                                                | •         |           |
|                                    | Good understanding of curriculum frameworks and guidance                                                        | •         |           |
|                                    | Knowledge of successful strategies for improving the quality of provision and pupils' learning and progress     | •         |           |
|                                    | Knowledge of assessing and tracking pupils' progress through Assessment for Learning and summative assessment   | •         |           |
|                                    | Knowledge of assessment practice and pupil tracking                                                             | •         |           |
|                                    | Excellent numeracy and literacy skills with the ability to complete written reports                             | •         |           |
| <b>Knowledge &amp; Experience</b>  | Experience of working with children and young people with Special Educational Needs and Disabilities            |           | •         |
|                                    | Experience of personalising learning to reflect the interests and needs of individual children and young people | •         |           |
|                                    | Recent teaching experience in a primary, secondary or special school                                            | •         |           |
|                                    | Evidence of significant development of a curriculum area or aspect of school provision                          |           | •         |
|                                    | Evidence of high expectations for children and young people's learning and achievement                          | •         |           |
|                                    | Experience of successful work with parents, carers and the wider community                                      | •         |           |
| <b>Personal Effectiveness</b>      | Excellent communication skills                                                                                  | •         |           |
|                                    | Good interpersonal skills                                                                                       | •         |           |
|                                    | A team player with a collaborative approach                                                                     | •         |           |
|                                    | Resilient and easily adaptable to change                                                                        | •         |           |
|                                    | Positive, ambitious and forward looking                                                                         | •         |           |
|                                    | Ability to manage own time, prioritise tasks and proven organisational skills                                   | •         |           |

|                                              |                                                                                                                                             | Essential | Desirable |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|
|                                              | Passionate and enthusiastic about making a difference                                                                                       |           |           |
|                                              | Honesty and integrity                                                                                                                       | •         |           |
|                                              | Child-centred and committed to achieving the best outcomes for pupils                                                                       | •         |           |
|                                              | Ability to form respectful and trusting relationships with a range of people including parents and carers                                   | •         |           |
|                                              | Capacity to motivate, inspire and challenge children, young people, self and others                                                         | •         |           |
| <b>Thinking Ability &amp; Mental Demands</b> | Ability to deliver high quality teaching and learning                                                                                       | •         |           |
|                                              | Good understanding of positive behaviour management                                                                                         | •         |           |
|                                              | Good understanding of curriculum development and innovation                                                                                 | •         |           |
|                                              | Ability to organise and supervise the work of a Class Team                                                                                  | •         |           |
|                                              | The capacity to use ICT to improve the quality of provision                                                                                 |           | •         |
|                                              | Ability to develop learning outside the classroom and beyond the school and school day                                                      |           | •         |
| <b>General</b>                               | The flexibility to meet the full range of job requirements                                                                                  | •         |           |
|                                              | A commitment to safeguarding and promoting the welfare of children and young people                                                         | •         |           |
|                                              | Commitment to the school's aims and values                                                                                                  | •         |           |
|                                              | Demonstrate a firm commitment to the concept of Multi-Academy Trust and desire to see the Trust flourish and expand in a sustainable manner | •         |           |
|                                              | An understanding of and commitment to equal opportunities                                                                                   | •         |           |