



## VALLIS FIRST SCHOOL JOB DESCRIPTION

<b>Job title:</b> Class teacher	<b>Salary range:</b> MPS 1-3
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The responsibilities of the post are to be performed in accordance with the provisions of the most up-to-date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document and in accordance with the Teachers' Standards 2012.

<b>Job Purpose</b>
<ul style="list-style-type: none"><li>• To carry out professional duties and to have responsibility for an assigned class.</li><li>• To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.</li><li>• To promote the aims and objectives of the school and maintain its philosophy of education.</li></ul>
<b>Main duties and responsibilities</b>
<ul style="list-style-type: none"><li>• To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.</li><li>• To plan and prepare lessons in order to deliver the National Curriculum ensuring breadth and balance in all subjects.</li><li>• To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.</li><li>• To maintain good order and discipline among the pupils, safeguarding their health and safety.</li><li>• To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.</li><li>• To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.</li><li>• To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.</li><li>• To prepare appropriate records for the transfer of pupils.</li><li>• To ensure effective use of support staff within the classroom, including parent helpers.</li><li>• To participate in staff meetings as required.</li><li>• Contribute to the development and co-ordination of a particular area or areas of the curriculum.</li><li>• To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.</li></ul>

- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.
- To liaise with outside agencies when appropriate eg. Educational Psychologist.
- To continue professional development.
- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To support the Headteacher in promoting the ethos of the school.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with Vallis First School's Health and Safety policy and any school-specific procedures / rules that apply to this role.
- To carry out any reasonable additional duties at the request of the Headteacher.

## Person Specification

Qualifications and Experience	Essential	Desirable
Qualified teacher status	✓	
Training in teaching phonics	✓	
Knowledge of the National Curriculum and Early Years	✓	
Teaching experience in some of Year EYFS/1/2/3/4	✓	
Early Years training		✓
Experience of administering the year 1 Phonics screening		✓
<b>Professional Knowledge and Skills</b>		
Excellent practitioner with a thorough understanding of the KS1 and/or KS2 curriculum.	✓	
A clear understanding of how young children learn and the ability to plan effective, engaging and high-quality teaching and learning.	✓	
An understanding of the principles and practices of observations, assessment, and planning and how these can be used effectively to maximise pupil progress for all groups of children.	✓	
Experience of child-led learning and planning for high quality play	✓	
Experience of working with children with SEND and preparing ILPs.	✓	
Able to manage behaviour effectively using a range of positive strategies.	✓	
Experience of planning and organising an enabling environment inside and outside	✓	
A positive approach to the outdoors and the ability to use the outdoor environment to support children across all areas of learning.	✓	
The ability to maintain professional and positive relationships with children, staff, parents and external agencies.	✓	
Excellent communication skills both written and verbal.	✓	
Experience of planning/following planning and teaching Phonics.	✓	
The ability to use ICT effectively to record progress and attainment.	✓	
Have high expectations of learners and themselves.	✓	
Knowledge of Unlocking Letters and Sounds, Letters and Sounds and/or Read, Write, Inc.		✓
Experience of attending EYFS and KS1 moderation training and		✓

undertaking the KS2 multiplication check		
Skills and enthusiasm in a subject area and able to support the leadership of these areas across school.		✓
Knowledge/experience of how to improve oracy and vocabulary in young children.		✓
<b>Personal Characteristics and Commitment</b>		
To be proactive in maintaining own personal and professional development and be a reflective practitioner.	✓	
Be reliable with high degree of integrity.	✓	
Possess excellent interpersonal skills and be able to form effective working relationships with colleagues.	✓	
Be well-organised, enthusiastic, innovative, and flexible.	✓	
Be resilient and demonstrate the ability to work under pressure.	✓	
Value and respect the views of children.	✓	
Self-motivated and able to take initiative and responsibility.	✓	
Demonstrate a willingness to learn with and from colleagues.	✓	
To contribute towards extra-curricular activities and events and contribute fully towards the life of the school.	✓	
Display a sense of fun, excitement, and enjoyment in their work with children and colleagues.	✓	
A desire to extend knowledge and skills by taking on new challenges.		✓
Forward thinking, not afraid of failure, keen to research new ideas.		✓
Committed to building strong trusting relationships with families and the community.	✓	
Committed to outdoor learning, aware of the importance of using the natural world, seasons and local area in young children's learning.		✓