

# Fox Federation

## Class teacher Job Description

**Post:** Main Scale Teacher

**Scale:** M1-M6

**Responsible to:** Executive Head teacher and Heads of School

### Our federation of schools

## Fox Federation



### Main Responsibilities

To ensure the highest possible standards of education of the pupils for whom the class teacher has class/group responsibility – socially, emotionally, physically, intellectually and aesthetically.

To assume continuity of policy and curriculum throughout the school and within specific areas of responsibility promoting opportunities for all.

### Tasks and Duties

To plan and prepare mid-term/weekly and individual lessons appropriate to the needs, interests, experience and existing knowledge of the pupils in the class.

To liaise with year group colleagues to ensure that children have equal access to the curriculum.

To teach a class, or classes, sets, groups or individual pupils, and to set tasks to be undertaken both at school and elsewhere, having regard for the requirements of the national curriculum

To mark and assess pupils' work, and to record their development, progress and attainment, both at school and elsewhere having regard to the requirements of the national curriculum and to inform future planning and ensure differentiation.

To maintain good order, discipline and respect for others among pupils; to promote understanding of the school's rules and values; to safeguard health and safety; and to develop relationships with and between pupils conducive to optimum learning.

To build and maintain co-operative relationships with parents, and to communicate with them on pupils' learning and progress, drawing attention to special skills and talents as well as to problems or difficulties

To maintain an attractive and stimulating learning environment, and to contribute to displays in the school as a whole in keeping with communication friendly classrooms.

To take part in whole-school reviews of policy and aims and in the revision of formulation of guidelines.

To provide or contribute to oral and written assessments, reports and references, both at school and elsewhere, relating to the development and learning of individual pupils and groups of pupils, having regard to the requirements of the national curriculum.

To evaluate and review own teaching methods, materials and schemes of work, and to make changes as appropriate.

### **Essential knowledge, experience and skills**

To keep-up-to-date with current educational thinking and practice, both by study and by attendance at courses, workshops and meetings; and to participate in national or local arrangements for appraisal of staff performance.

To take part in the corporate life of the school by, for example, attending international evening, Winter and Summer Fairs, and other whole school events.

To supervise the work of any TAs and volunteers that are working in the classroom.

To be a class mentor for school based student (2nd year onwards unless exceptional circumstances)

To help ensure that subject-matter and learning resources reflect Borough and federation policies on race and gender equality and that the implications of these policies are borne in mind in relation to all tasks and duties listed above.



***We are committed to building a diverse team and strongly encourage applications from underrepresented groups such as people from minority ethnic backgrounds, LGBTQ+ people and people with disabilities.***

- **Qualifications**- Qualified Teacher Status and evidence of appropriate subsequent in-service training.
- **Values**- a career which evidences shared values with Fox Federation and a commitment to personal learning and development.
- **Commitment** to excellence and the maximising of academic and personal achievement for all pupils
- **Equality** - an ability to ensure that each child's identity is respected, maintained and enhanced and that stereotypes are challenged in a sensitive way.
- **Partnership** – respect for the views of parents and a commitment to the importance of the involvement of parents in the learning process.
- **Communication**- the proven ability to communicate clearly both orally and in writing with pupils, parents and colleagues.
- **Collaboration**- ability to be an active team-member, maintain good relations with colleagues and get the best out of others.

### **Desired knowledge, experience and skills**

- An ability to work successfully with children from different ethnic groups.
- Commitment to an equal opportunities policy both in service delivery and employment, and an understanding of its effective operation within a school.
- Experience of high standards of primary classroom practice.
- An understanding of the different ways in which children learn and the appropriateness of a variety of teaching styles to meet the individual learning needs of each child.
- The ability to organise successfully the curriculum for a class of pupils of mixed abilities, aptitudes and educational needs through planning, preparation, monitoring and assessment.

- Good general knowledge of the requirements of the National Curriculum.
- The skills to create and maintain a stimulating and attractive learning environment.
- Knowledge and understanding of effective assessment and record keeping, and their use to promote the educational and personal development of all children within the school.
- The ability to maintain effective classroom discipline in a positive context and to promote well - ordered and self-disciplined behaviour throughout the school.
- Confident in ICT.

### **Recommended Resources for Interview**

[https://www.ted.com/talks/christopher\\_emdin\\_teach\\_teachers\\_how\\_to\\_create\\_magic](https://www.ted.com/talks/christopher_emdin_teach_teachers_how_to_create_magic)

[https://www.ted.com/talks/rita\\_pierson\\_every\\_kid\\_needs\\_a\\_champion](https://www.ted.com/talks/rita_pierson_every_kid_needs_a_champion)

[https://www.ted.com/talks/taylor\\_mali\\_what\\_teachers\\_make](https://www.ted.com/talks/taylor_mali_what_teachers_make)