



OXFORDSHIRE COUNTY COUNCIL
LANGFORD VILLAGE COMMUNITY PRIMARY SCHOOL
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Class Teacher Job Description

Job Details

Salary: Main / Upper
Contract type: Full-time / Permanent
Reporting to: Headteacher

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 County Council's Stress at Work Policy and the Dignity at Work Policy.

Main Purpose

The Class Teacher will:

- Provide high quality teaching and learning that enables all pupils to achieve their full potential academically, socially and emotionally, in line with the school's vision, values and policies.
- Fulfil the professional responsibilities of a class teacher, as set out in the School Teachers' Pay and Conditions Document.
- Meet the expectations set out in the Teachers' Standards.

Duties and Responsibilities

Teaching and learning

Plan, prepare and deliver engaging, well-structured, effective lessons in line with the National Curriculum and the school's schemes of work

Demonstrate good subject and curriculum knowledge

Use a range of teaching strategies and adapt teaching to meet the needs of all learners, including SEND and disadvantaged pupils

Assess, record and report on pupils' progress accurately and effectively

Provide constructive feedback that supports pupils' learning and development

Set high expectations which inspire, motivate and challenge pupils, ensuring excellent progress and attainment

To provide verbal and written reports as necessary to parents and other agencies.

Effectively direct support staff assigned to them to work with children

To organise, supervise, and in so far as practicable to teach, any children whose teacher is absent

Classroom Environment and Behaviour

Create a safe, inclusive and stimulating learning environment
Promote positive behaviour and relationships in line with the school behaviour policy
Establish clear routines and expectations that support learning
To maintain an attractive and stimulating learning environment and to contribute to displays across the whole school

Pastoral Care

Take responsibility for the pastoral welfare and safeguarding of pupils
Build positive relationships with pupils to support wellbeing and personal development
Work effectively with parents/carers, external agencies and support staff

Personal and professional responsibilities

Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
Work collaboratively with colleagues to support curriculum development and school improvement
To help ensure that subject-matter and learning resources reflect County and school 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

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
Understand and act within the statutory frameworks setting out their professional duties and responsibilities
Participate fully in staff meetings, training and professional development opportunities
Reflect on own practice and engage in continuous professional development
Contribute positively to the wider life of the school

Safeguarding and Welfare

Always safeguard and promote the welfare of children
Follow school policies, including safeguarding, health and safety and equal opportunities

Health and Safety

You have a responsibility under Health & Safety legislation to ensure that you;
Take reasonable care for your own health & safety and that of others
Co-operate on all issues involving health & safety
Use work items provided for you correctly, in accordance with training and instruction given
Do not interfere with or misuse anything provided for your health, safety, or welfare
Report any health & safety concerns to your manager as soon as practicable
Complete risk assessments where appropriate and share with the staff involved and have it signed off by the Headteacher or School Business Manager

Please note that this job description 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 post holder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or line manager.

Person Specification

Criteria	Essential Qualities
Training & Qualifications	Qualified Teacher Status Evidence of continuing and recent professional development relevant to the post
Knowledge & Understanding	Understanding of equality of opportunity issues and how they can be effectively addressed in schools The knowledge and understanding of current theory and best practice in learning and teaching, particularly as this relates to high achievement and attainment Understanding of a diverse range of teaching and learning styles and techniques Good understanding of the importance of culture and ethos and how these impact on morale, high expectation, and high standards Good understanding of effective procedures for managing and promoting positive behaviour among pupils Good understanding of the role of parents and the community in school improvement and how this can be practiced and developed Clear understanding of data analysis and the important impact this can have on achievement and attainment
Characteristics & Competencies	Ability to promote the school's aims positively Ability to develop good personal relationships within a team, making an effective contribution to high morale Ability to establish and develop close relationships with parents, governors, and the community Ability to communicate effectively (both orally and in writing) to a variety of audiences Ability to create a happy, challenging, and effective learning environment Boundless enthusiasm, determination and drive to inspire others to achieve high standards An appetite and stamina for challenging work A solution-focussed mind-set and determined "no-excuses" approach to raising standards A personable nature to build effective relationships with parents and all members of the school community A lively, creative, and good-humoured approach to all aspects of teaching, management, and leadership Ability and keenness to promote the school's positive culture and ethos