



## Job Description

<b>Post:</b>	Class Teacher (1.0 FTE)
<b>Accountable to:</b>	Headteacher
<b>Responsible for:</b>	Carrying out the professional duties of a Class Teacher as set out in part 7 of the School Teachers' Pay and Conditions document - Summer 2016.

### Specific Responsibilities:

- Working effectively in a team with other staff members (teachers, nursery nurses, teaching assistants).
- Building and maintaining effective partnerships with parents and carers.
- Working effectively with partner agencies including family support workers colleagues from Health, Social Care, Home Start etc. so that young children and their families are supported appropriately.
- Planning and preparing a designated learning area in consultation with other team members.
- Evaluating provision, input and learning in this area daily and planning further accordingly.
- Observing, assessing, recording and reporting on the development of the children in your own key worker group and supporting similar work of your colleagues including your paired nursery nurse key worker.
- Ensuring that the teaching and learning environment is exciting and relevant to the children's educational needs.
- Maintaining high standards of behaviour among the children and care for their health and safety.
- Preparing final records of achievement for children prior to their entry into Infant/Primary School.
- Participating in Appraisal procedures
- Supporting the professional development of your 'paired key worker' colleague.
- Reviewing personal teaching methods and participating in further professional training and development.
- Participating in staff meetings as part of ensuring that young children's learning opportunities are of the highest quality.

- Coordinating at least one curriculum area/other area of responsibility throughout the School, Special Support Centre and the Orchard Room
- Safeguarding and promoting the welfare of children.
- Ensuring that children within your own key group (and those of your paired keyworker) progress through quality first teaching and access extra support through a graduated response as necessary.

## **Other Duties**

- As a Coordinator, undertaking in line with the Strategic Integrated Development Plan, responsibility for developing practice within an agreed area of learning/ other area of responsibility.
- In addition:
  - updating related policy documentation;
  - supporting and informing other Staff;
  - liaising with the Infant/Primary schools to ensure continuity; and
  - updating and maintaining relevant resources within the budget.



## Person Specification: Class Teacher

Attributes	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Degree in relevant subject</li> <li>• Qualified Teacher Status</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of continuous INSET and commitment to further professional development</li> </ul>
<b>Training and Experience</b>	<ul style="list-style-type: none"> <li>• Recent experience of teaching in the Foundation Stage</li> <li>• Working in partnership with parents</li> <li>• Joint working with other professionals</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading subject area</li> <li>• Evidence of INSET relevant to the Foundation Stage</li> </ul>
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• Detailed knowledge of child development 3-5</li> <li>• The theory and practice of providing effectively for the individual needs of all children (e.g. organisation of the learning environment and learning strategies)</li> <li>• Statutory Curriculum guidance linked to the Foundation Stage</li> <li>• The effective monitoring, assessment, recording and reporting of children's' progress</li> <li>• The statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety, SEND and Child Protection</li> <li>• Creativity in teaching and learning styles</li> </ul>	<ul style="list-style-type: none"> <li>• Detailed knowledge of child development 0-3</li> <li>• Knowledge of new national initiatives</li> <li>• Assessment for Learning</li> </ul>
<b>Professional Skills</b>	<p>The teacher will be able to</p> <ul style="list-style-type: none"> <li>• promote the Nursery School's ethos, values and aims positively;</li> <li>• demonstrate exceptional practice and lead through own example;</li> <li>• inspire others;</li> <li>• maintain good relationships within the staff team;</li> <li>• create a happy, challenging and stimulating learning environment.</li> <li>• motivate and inspire children to develop learning skills and positive relationships;</li> <li>• communicate effectively with a wide range of people including colleagues, children, parents and governors.</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to lead and co-ordinate at least one area of learning of the curriculum – please state skills/interests in letter of application</li> </ul>

<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• The ability to rise to challenges</li> <li>• Sense of humour, enthusiasm, flexibility</li> <li>• Make appropriate judgments over issues of confidentiality</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to participate in and support the life of the Nursery School including extra-curricular activities</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Committed to the Nursery School's policies on safeguarding, inclusion and equal opportunities</li> </ul>	