



ST. CHRISTOPHER'S
R.C. PRIMARY & NURSERY SCHOOL

St Christopher's Road
Ashton-under-Lyne
Tameside OL6 9DP

Telephone: 0161 330 5880
Fax: 0161 343 7296
Email: admin@st-christophers.tameside.sch.uk
Web: www.st-christophers.tameside.sch.uk

Headteacher: Mr. I. Noone B.A (Hons), PGCE, NPQH

JOB TITLE: Class Teacher

ACCOUNTABLE TO: The Headteacher

The appointment is with the Governing Body of the School as employer under the terms of the Catholic Education Service Contract. It is also subject to current conditions of employment of school teachers, contained in The School Teachers' Pay and Conditions Document and other current educational and employment legislation.

1. Christian Ethos

To work with the Headteacher and colleagues in creating, inspiring and embodying the Christian ethos and culture of this Roman Catholic school, securing its Mission Statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential.

- 1.1 To attend, take part in and lead acts of collective worship in accordance with the Governing Body's policy.
- 1.2 To implement the policy of the Governing Body on Religious Education.
- 1.3 To ensure that pupils have a safe and caring environment both in school and on out of school activities.
- 1.4 To foster good relationships with all members of the school and local community including parents.
- 1.5 To promote the school and all it stands for.
- 1.6 To celebrate the successes of the school at every opportunity
- 1.7 To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment
- 1.8 To perform, in accordance with any directions which may reasonably be given by the Headteacher, such particular duties as may be assigned.

2. Teaching and Learning

Within the context of a Roman Catholic Primary School, the search for excellence pursued through teaching and learning takes place in the context of the individual needs and aspirations of the pupils.

- 2.1 To participate in long term planning and reviewing for the school and to carry out such medium and short term planning for teaching and evaluating, as required by the school's policies.
- 2.2 To teach, according to their educational needs, the pupils assigned to them including the setting and marking of work to be carried out in school and elsewhere.
- 2.3 To manage the classroom effectively to develop a purposeful and stimulating learning environment.
- 2.4 To manage pupil behaviour in a positive and effective manner.
- 2.5 To review programmes of work, teaching materials and methods in liaison with co-ordinators and other colleagues.
- 2.6 To assess, record and report all the development, progress and attainment of pupils having regard to the curriculum of the school.
- 2.7 To set targets for individual pupils as required.
- 2.8 To make records and reports on the personal and social needs of the pupils, communicate and consult with parents, cooperate with persons or bodies outside the school and participate in meetings as necessary.
- 2.9 To promote the general progress and well-being, including the provision of guidance on educational and social matters, of individual pupils and any class or group assigned to him/her.



3. The Teacher as a Professional

In a Roman Catholic Primary School, the responsibility of each teacher is to assist the Headteacher in the leadership of a faith community for whom Christ is the model. In the teaching and management of staff, their unique contribution as individuals, valued and loved by God, should be recognised.

- 3.1 To contribute to a climate of mutual support, in which self-confidence and self-esteem can grow and to work as a member of a team.
- 3.2 To be committed to personal professional development and to participate in the school's system of performance management
- 3.3 To contribute as appropriate to the professional development of colleagues.
- 3.4 To participate in meetings with other staff to review curricular, pastoral and organisational and administrative matters affecting the school.
- 3.5 To supervise and support the work of teaching and learning assistants including volunteers.
- 3.6 To take part in the induction and assessment of newly qualified teachers and of students undertaking school practice.
- 3.7 To supervise pupils outside the classroom as required by the Headteacher and within the Conditions of Employment.
- 3.8 To participate in cover for absent staff as required and within the terms of the Conditions of Employment.

4. Resource Management

In a Roman Catholic Primary School, the relationship between the Mission Statement and the deployment of all staff, finance, resources, time and energy should reflect the Christian aims of the school community and the needs of all pupils.

- 4.1 To manage materials and equipment for lessons to ensure minimal damage, wastage or loss.
- 4.2 To provide a purposeful, safe and tidy working environment that celebrates achievement and success.

5. Specific Responsibilities

To lead and co-ordinate an area of the curriculum as required, except in the NQT year, the Subject Leader will:

- 5.1 take a leading role, with the support of the Headteacher and senior Leadership Team, in monitoring and developing the quality of the teaching and learning of the curriculum area/s throughout the school.
- 5.2 monitor standards in the curriculum area/s throughout the school.
- 5.3 disseminate information regarding Early Learning Goals, National Curriculum and other educational developments to colleagues, as appropriate.
- 5.4 provide guidance and support to colleagues.
- 5.5 develop and maintain liaison with subject leaders for other subjects, at different Key Stages and with other organisations.
- 5.6 contribute to staff meeting agenda items where aspects of co-ordination and leadership are required.
- 5.7 support the Headteacher in communicating information about the curriculum area for parents and governors.
- 5.8 monitor and review current Curriculum Policy Statements and make recommendations for development.
- 5.9 develop curriculum policy statements and guidelines for the teaching and learning of his / her curriculum area/s.
- 5.10 monitor and evaluate curriculum planning (long, medium and short term), assessment and record keeping.

This job description and allocation of particular responsibilities may be amended by agreement from time to time.

St Christopher's RC Primary School

Person Specification: Class Teacher

The Person Specification is an important part of the application process and will be used to shortlist candidates. You will need to demonstrate in your supporting statement/application form how you meet the following criteria.

	Essential	Desirable
Qualifications & training	<p>The Class Teacher will have:</p> <ul style="list-style-type: none"> • Qualified Teacher status • evidence of continuous participation in in-service development and a commitment to further professional development. 	<ul style="list-style-type: none"> • In addition, the Class Teacher might have gained or is about to gain the Catholic Teacher's Certificate or Catholic Certificate in Religious Studies or demonstrate a willingness to undertake the qualification.
Experience	<ul style="list-style-type: none"> • Sound understanding of the primary curriculum • A high degree of competence in mathematics • Excellent behaviour management skills • Excellent inter-personal skills • Ability to work as part of a team • Excellent planning and organisational skills • Effective oral and written communication skills • Knowledge of key performance indicators and the ability to use them to monitor progress • Awareness of the needs of children who speak English as an additional language or have SEN • An understanding of how a pupil's learning is affected by their intellectual, emotional and social development, and the stages of child development 	<ul style="list-style-type: none"> • experience working as part of a team • an understanding of the importance of parental involvement • experience working with children who have SEN and/or disabilities • experience working with children who have behavioural problems • experience working with children who speak English as an additional language
A commitment to education and teaching	<p>The Class Teacher will have the ability and willingness to:</p> <ul style="list-style-type: none"> • teach R.E. and attend collective worship to meet the expectations of the school's Governing Body • establish and maintain good professional relationships with pupils, parents and colleagues • set high expectations for all pupils and be committed to raising educational achievement • adopt a flexible approach 	
Knowledge and understanding	<p>The Class Teacher will have knowledge and understanding of:</p> <ul style="list-style-type: none"> • the statutory requirements of legislation concerning Safeguarding, including Child Protection, Equal Opportunities, Health & Safety and inclusion • the theory and practice of providing effectively for the individual needs of all children (e.g. classroom organisation and learning strategies) 	<p>In addition, the Class Teacher might also have knowledge and understanding of:</p> <ul style="list-style-type: none"> • working within a Catholic school community, linking with parishes and teaching the Religious syllabus

	<ul style="list-style-type: none"> • statutory National Curriculum requirements at the appropriate key stage and evidence of a good general knowledge and understanding of the National Curriculum • planning and implementing an effective teaching programme, including the monitoring, assessment, recording and reporting of pupils' progress • effective teaching and learning styles • how to further develop personal professional skills and knowledge • how to establish an effective rapport with children which is based on high expectations and establish a purposeful learning environment where all pupils feel secure and confident • how to use ICT effectively as an integral part of teaching and learning • selecting and employing a wide range of resources with regard to safety issues 	<ul style="list-style-type: none"> • the preparation and administration of statutory National Curriculum tests • co-ordinating a NC subject in a primary school
Skills	<p>The Class Teacher will be able to:</p> <ul style="list-style-type: none"> • promote the school's aims positively, and use effective strategies to enhance motivation and morale • establish and develop a sound professional relationship and affinity with a class of pupils • create a positive, challenging and effective learning environment • develop sound professional relationships • establish and develop appropriate relationships with parents, governors and the community • communicate effectively (both orally and in writing) with a variety of audiences 	<p>In addition, the Class Teacher might also be able to develop strategies for creating community links.</p>
Personal characteristics	<p>The Class Teacher should possess:</p> <ul style="list-style-type: none"> • an awareness of and commitment to the ethos of a Roman Catholic School and the contribution this makes to the mission of the Church <p>Should be:</p> <ul style="list-style-type: none"> • knowledgeable and highly competent • approachable and empathetic • creative and enthusiastic • organised and resourceful • intelligent and reflective • committed 	

St. Christopher's Roman Catholic Primary School is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.