



## STONEYDOWNPARKPRIMARYSCHOOL



Pretoria Avenue  
E17 6JY  
Juniors & Nursery – 020 8520 7026  
Infants – 020 8521 3839  
[www.stoneydownpark.org](http://www.stoneydownpark.org)

Head Teacher: Adam Bennett

Deputy Head Teachers: Maddy Auty and Caroline Hext

### JOB DESCRIPTION

**LEA** Waltham Forest  
**School** Stoneydown Park Primary School

**Post** Class Teacher  
**Salaryrange** Mainscale

#### General Duties

The class teacher is required to:

Carry out the duties of a school-teacher as set out in the current Schoolteachers' Pay and Conditions Document. The teacher will be responsible for a class of pupils - within the primary school age range. The teacher will be expected to teach the National Curriculum in a way that will develop co-operation and collaborative approaches to learning which should be through a developmental approach and based on direct experience.

Be responsible for the education and welfare of a designated class of children, having due regard to the school's aims, policies and schemes of work.

Share in the responsibility for the wellbeing and behaviour of all pupils in the school.

If applying for post of Class Teacher with responsibility for Creative Curriculum: oversee and manage the continued development of our Creative Curriculum that has been in place for the last 2 years.

*The School as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf.*

#### **Class Teacher Post:**

**To Whom Responsible:** Head Teacher and Phase Leader

**Staff for Whom Responsible:** To liaise with Teaching Assistants

#### **Responsibilities:**

- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- To plan and prepare lessons in order to deliver the National Curriculum ensuring breadth and balance in all subjects.



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- To use Assessment for Learning effectively in all lessons and mark work consistently using the school's marking policy.
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- To follow the school's behaviour policy and maintain good order and discipline among the pupils, safeguarding their health and safety.
- To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.

### Responsibilities continued:

- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within the classroom, including parent helpers.
- To participate in staff meetings as required.
- Contribute to the development of the curriculum.
- 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.
- 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 e.g. Educational Psychologist.
- To continue professional development, maintaining a portfolio of training undertaken.
- 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 work of the school, for example through maintaining a class page on the school website.
- To promote the welfare of children and to support the school in safeguarding children through following the school's 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 the Schools Health and Safety policy and any school-specific procedures/rules that apply to this role.
- Share the school's commitment to raising standards of attainment of pupils.



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## CLASS TEACHER PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
<b>Qualifications and Experience</b>	Qualified teacher status	A degree or equivalent qualification  Evidence of in service professional development
<b>Knowledge</b> (Knowledge, abilities, skills, experience)	<p>A proven track record of good quality classroom practice within the Primary age range.</p> <p>Thorough knowledge and understanding of the National Curriculum Stage and National Strategies for Literacy and Numeracy.</p> <p>A high level of interpersonal skills in dealing with both children and adults.</p> <p>Commitment to London Borough of Waltham Forests' policy on Equal Opportunities.</p> <p>A thorough up to date knowledge of the range of teaching, learning and behaviour management strategies and how to implement them effectively.</p> <p>A thorough understanding of the national curriculum and a range of assessment requirements and arrangements.</p> <p>Know how to use local, national and statistics to evaluate the effectiveness of teaching.</p> <p>Knowledge and understanding of the implications of equal opportunities, multicultural education and inclusion.</p> <p>Knowledge of a range of computer software relevant to the curriculum.</p> <p>Knowledge and understanding of the potential of computer technology to enhance the curriculum.</p> <p>Know the legal requirements, national policy and guidance on the safeguarding of children.</p>	Strength in a particular area of the curriculum and a willingness to share good practice with colleagues.