



Job Specification

Class Teacher

The appointment is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Condition document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

At Muswell Hill Primary School teachers are expected to follow the school's agreed policies. Teachers are expected to be committed to the school's aims and ethos.

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

Areas of Responsibility and Key Tasks

A. Planning, Teaching and Class Management.

To teach allocated pupils and achieve progression of learning by:

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge pupils and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- identifying SEN or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensuring coverage of programmes of study;
- using ICT to advance learning;
- monitoring and intervening to ensure sound learning and discipline;
- meeting and planning regularly with support staff to ensure effective delivery of the curriculum;
- using a variety of teaching methods;
- using effective questioning, listening carefully to pupils, giving attention to errors and misconceptions;
- selecting appropriate learning resources and developing study skills through library, ICT and other resources;
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating their own teaching critically to improve effectiveness.

Additional Standards

- To take account of pupils' needs by providing structured learning opportunities which develop areas of learning identified in national and local policies and particularly the foundations for Literacy and Numeracy;



- To encourage pupils to think and talk about their learning, to develop self-control and independence, to concentrate and persevere, and to listen attentively;
- To manage parents and other adults in the classroom.

B Monitoring, Assessment, Recording, Reporting

- To assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- To mark and monitor pupils' work and set targets for progress;
- To assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- To prepare and present informative reports to parents.

C Other Professional Requirements

- To have a working knowledge of teachers' professional duties and legal liabilities;
- To have read and understood the school's policies and practices and to operate within these;
- To establish effective working relationships with colleagues and set a good example through their presentation and personal and professional conduct;
- To endeavour to give every child the opportunity to reach their potential, to meet high expectations and reach the five outcomes of The Children Act:
 - staying safe
 - being healthy
 - enjoying and achieving
 - making a positive contribution
 - able to attain economic well-being
- To contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- To take responsibility for their own professional development and duties in relation to school policies and practices;
- To liaise effectively with parents and governors;
- To take on any additional responsibilities which might, from time to time, be determined by the Headteacher.

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MUSWELL HILL PRIMARY SCHOOL

Candidate Specification

Class Teacher

1. To be a qualified classroom teacher, committed to providing a stimulating, challenging and supportive environment.
2. To show evidence of ability to form and maintain good professional relationships and work successfully as a member of a team.
3. To show understanding and commitment to working with children with special needs, in accordance with the school's Special Educational Needs policy.
4. To show commitment to, and implementation of, equal opportunities, anti-racist and anti-sexist policies.
5. To show evidence of being able to monitor and assess children's progress.
6. To have a commitment to building strong links with parents.
7. To show evidence of up-to-date knowledge of curriculum issues.
8. To be committed to the School aims and ethos.
9. Have up-to-date knowledge of relevant legislation and guidance in relation to working with, and the protection of, children and young people.
10. Displays commitment to the protection and safeguarding of children and young people.

