

Loughton School Job Description –22/23

Job Title: Class teacher (UQT1/HLTA)

Reports to: Year Manager (class teacher role)

Staff Supervised directly (number): LSA in maths lesson and SEN support LSA if in class (if you are allocated one)

Key Contacts and Relationships: Head teacher, SLT, year team, children, parents & governors

Overall Purpose (what is the overall purpose of the job?)

To provide the best holistic education possible for the children in your care which inspires, motivates and challenges them. To develop our children into becoming lifelong learners.

To ensure all safeguarding procedures and policies are followed to protect the children we have in our care.

To promote a love of reading across the school so children become passionate about reading.

To promote the vision and values of the school among all stake holders and the wider community.

Key Accountabilities (what are the main things which the job holder must do in order to achieve the jobs overall purpose?)

Overall responsibilities:

1. To adhere to the 8 standards outlined in the most recent Teachers Standards written by the DfE (see Teachers Standards overview).
2. To adhere to the terms set out in the Teachers Pay and Conditions Policy (see R Drive) and meet the targets set out in your performance management.
3. To adhere to the guidelines set out for professionals in the SEND Code of Practice and Loughton's SEND offer as part of the schools' policies (statutory SEND information report).
4. To adhere to the guidelines set out in KCSIE 2022, all of the school's safeguarding policies and any document referenced within these.
5. To build good relationships with the children and families in your class enabling you to understand how best to meet their needs.
6. To implement 'Behaviour on a Page' within your daily practice.
7. To provide outstanding pastoral care to the children in your class.
8. Set a good example to the children in your care in how you conduct yourself daily.
9. Deploy support staff effectively using them to enhance the learning taking place.
10. To celebrate the success of the children in your class/year team and share this with their families in a variety of different ways.

Fulfil wider professional responsibilities:

11. Make a positive contribution to the wider life and ethos of the school.
12. Be aware of the policies and practices of the school and share in collective responsibility for their implementation.
13. Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
14. Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
15. Any other professional duties that may be reasonably assigned by the senior leadership team.

As an UTQ/HLTA they will shadow a curriculum team:

16. To champion the subject you have been asked to support. Making sure a broad and balanced curriculum is taught where knowledge builds upon itself.
17. Monitor and evaluate the teaching and learning of the subject across the whole school collecting evidence to show areas of strength and producing an action plan to address areas of development.
18. Take responsibility for improving your own subject knowledge in the area you are a champion of.
19. Report/meet termly with representatives of the senior leadership team to ensure your champion subject feed into the whole school development plan.

Key Performance Measures (what are the things which will tell you that the job is being performed to the standard required?)

The children in your care will be safe and happy.

The children in your care will make good progress.

The children in your care will have their individual needs met and catered for.

You will build and maintain a good reputation among the parents/carers of the children you teach and colleagues within the school.

The school will maintain its Ofsted grading of 'good', whilst aspiring to be 'outstanding'.

The school will maintain its good reputation in the local area and beyond.

The subject area you champion will provide the children with an all-round education that inspires them to become lifelong learners.

Skills and Competences required in the role (what does the successful performer do in the role?)

Demonstrate a good understanding of the Loughton School immersive learning curriculum.

Demonstrate a good understanding of the school vision and values.

Demonstrate a good understanding of the Teaching and Learning policy.

Demonstrate a good understanding of the Behaviour on a Page document.

Demonstrate how to use strategies that will continue to improve achievement and raise standards of attainment.

Demonstrate a creative approach which encourages active learning.

Show a sound understanding of how to use the 'Insight Tracking Tool' to improve achievement and progress.

Demonstrate a clear vision and philosophy for education.

Show excellent communication (written and verbal) skills at all levels.

Demonstrate the ability to meet deadlines.

Demonstrate excellent attendance, reliability and time keeping.

Demonstrate a continuously high level of professional commitment to the children of Loughton School by inspiring them.

Demonstrate excellent self-management skills, including the ability to organise and plan one's own time effectively.

Demonstrate the ability to establish effective and productive working relationships.

Demonstrate sound, positive judgement under pressure.

Signed 
Rebekah Green Headteacher

Date 16.9.22