



## BRIGHTON & HOVE CITY COUNCIL

## JOB DESCRIPTION

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**JOB TITLE:** Class Teacher  
**REPORTS TO:** Head Teacher  
**DEPARTMENT:** Education  
**SCHOOL:** Balfour Primary School

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### PURPOSE OF JOB

As an effective member of the staff team, ensure that all children at Balfour Primary School receive a vibrant and relevant education, enabling them to achieve their highest possible standards.

### PRINCIPAL ACCOUNTABILITIES

1. Responsibility for promoting and safeguarding the welfare of children and young people s/he is responsible for, or comes into contact with.
2. Delivering and maintaining the effective implementation of school policies, schemes of work and related practice for all subjects but with particular emphasis on literacy and numeracy.
3. To oversee the continued care and welfare of pupils within your designated class.
4. To plan, prepare, deliver and assess lessons that enable each individual pupil to succeed.
5. To assist in building and maintaining positive relationships between parents, governors, the local community and the school.
6. To oversee the delivery of an effective curriculum throughout the school leading to high expectations and standards. A comprehensive list of key tasks is available from the school.



*NB IF THE SUCCESSFUL CANDIDATE IS AN NQT THIS SHOULD ALSO BE READ:*

- 7. To complete a successful NQT Induction year, with a view to taking on the leadership of a curriculum area in the following year.*
- 8. To be aware of health and safety issues and work within the guidelines of the Health and Safety Policy.*

## **GENERAL**

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be as set out in the above job description but please note that the Council reserves the right to update your job description, from time to time, to reflect changes in, or to, your job. You will be consulted about any proposed changes.



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## PERSON SPECIFICATION

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**JOB TITLE:** Class Teacher  
**DEPARTMENT:** Education  
**SCHOOL:** Balfour Primary School

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### ESSENTIAL CRITERIA

#### Job Related Education, Qualifications and Knowledge

- Qualified Teacher Status (valid in the UK & Ireland)

#### Experience

- Experience of excellent practice as a teacher in EYFS, Key Stages 1 and/or 2, or during the final placement for NQTs in a EYFS, KS1 and/or KS2 classroom
- An excellent knowledge of the curriculum and pedagogy appropriate to EYFS, Key Stage 1 and/or Key Stage 2

#### Skills/Abilities

- Ability to prioritise, plan, assess, be innovative and reflect effectively
- Ability to demonstrate an understanding of creative approaches to teaching and learning that motivate and enthuse children
- Ability to establish a stimulating, thought provoking and creative classroom environment in which all children can thrive
- Ability to effectively use Assessment for Learning in the classroom
- Ability to demonstrate an understanding of the importance of meeting the social and emotional needs of the child
- Ability to take on the professional leadership and management of support staff and work effectively and collaboratively with colleagues
- Excellent communication skills including the ability to relate to and communicate with parents/carers and to encourage their participation in our learning community
- Commitment to ensuring the safeguarding and welfare of all children
- Versatility and flexibility, good communication and interpersonal skills
- A commitment to continued professional development and lifelong learning



## **Teaching & Learning**

- Evidence of high standards and expectations of pupil achievement
- Evidence of effective provision for the range of children's abilities
- Understanding of and an ability to meet varied social and emotional needs of children
- Evidence of successful classroom practice
- Knowledge of how to assess children's attainment and use this in planning
- Evidence of ability to produce a well organised, thought provoking, inclusive and stimulating classroom environment
- To lead through example and ability to motivate and instil self esteem

## **Equalities**

- To be able to demonstrate a commitment to the principles of Equalities and to be able to carry out duties in accordance with the Council's Equalities Policy
- Demonstrate an understanding of the importance of forming and maintaining appropriate relationships and personal boundaries with children and young people
- Demonstrate emotional resilience in working with challenging behaviours
- High expectations of achievement, behaviour and citizenship
- Commitment to Child Protection and safeguarding

## **DESIRABLE CRITERIA**

- Awareness of the principles underlying the other Key Stages including the EYFS
- Ability to take on the professional leadership of a curriculum area
- Ability to use resources imaginatively, including ICT and the Virtual Learning Environment to enrich curriculum provision
- Commitment to taking opportunities for continuing professional development
- Evidence of an ability to inspire & motivate children to learn
- Effective behaviour management and ability to create a purposeful working atmosphere