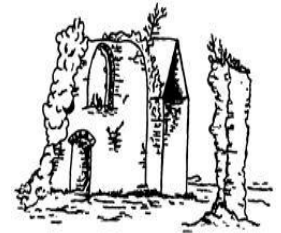




Diocese of Nottingham
Working in partnership with

The Priory Catholic Voluntary Academy

Part of Saint Ralph Sherwin Catholic Multi Academy Trust



Job Description – Class Teacher

The Priory Catholic Voluntary Academy has been designated by the Secretary of State as an academy with a religious character. The Articles of Association state that it is part of the Catholic Church and is to be conducted as a Catholic academy in accordance with Canon Law, the teaching of the Roman Catholic Church and the Trust Deed of **the Diocese of Nottingham**. This appointment is with the directors of Saint Ralph Sherwin Catholic Multi Academy Trust under the terms of the Catholic Education Service contract signed with the directors as employers. The appointment is subject to the current conditions of service for teachers contained in the School Teachers' Pay and Conditions Document and other current education and employment legislation.

The Diocese of Nottingham, the Academy Trust and the Local Governing Body are committed to safeguarding and promoting the welfare of children and young persons and will ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. The successful candidate will be required to undergo an Enhanced Check from the Disclosure and Barring Service (DBS) and any other pre-employment checks required by the Academy Trust.

Areas of responsibility and key tasks:

A: Planning, Teaching and Class Management to:

Teach allocated pupils by planning your teaching to achieve progression of learning through:

- 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
- Provide clear structures for lessons maintaining pace, motivation and challenge
- Make effective use of assessment and ensure coverage of programmes of study
- Ensure effective teaching and best use of available time
- Monitor and intervene to ensure sound learning and discipline
- Use a variety of teaching methods to:
 - ❖ Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ❖ Take account in planning activities of the different learning styles demonstrated by the pupils
 - ❖ Use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - ❖ Select appropriate learning resources and develop study skills through library, I.C.T. and other sources
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Evaluate your own teaching critically to improve effectiveness
- Manage teaching assistants, parents and other adults in the classroom

Additional Standards (for nursery and early years):

- Take account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for Literacy and Numeracy
- Encourage pupils to think and talk about their learning, develop self control and independence, concentrate and persevere and listen attentively
- Use a variety of strategies which involve planned adult interventions, first-hand experience and play and talk as a vehicle for learning.

B: Monitoring, Assessment, Recording, Reporting to:

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Mark and monitor pupils' work and set targets for progress giving accurate and effective feedback as near to the point of learning as possible
- 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
- Prepare and present informative reports to parents

C: Other Professional Requirements to:

- Have a working knowledge of teachers' professional duties and legal liabilities
- Operate at all times within the stated policies and practices of the school
- Establish effective working relationships and set a good example through your presentation and personal and professional conduct
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Contribute to the corporate life of the school through effective partnership in meetings and management systems necessary to coordinate the management of the school
- Take responsibility for your own professional development and duties in relation to school policies and practices
- Liaise effectively with parents and governors
- Take on any additional responsibilities which might from time to time be determined by the Headteacher