



Finton House School is a non-selective independent co-educational preparatory school for up to 340 children aged 4 - 11 years. At Finton House, everyone feels safe, happy and valued. Boys and girls of all abilities, including the most able and those with special educational needs, are nurtured and challenged to make excellent personal and academic progress. The education is broad, embracing technology as well as using the outdoors, allowing children to discover their own strengths and passions. At Finton House, children learn how to lead a healthy life in order to flourish in a rapidly changing world.

## 1. JOB DESCRIPTION

Job Title	KS1 Class Teacher
Reporting to	Academic Head
About	The Class Teacher will be a qualified, enthusiastic and caring teacher, upholding the ethos of the school and willing to go the extra mile to support children, parents and colleagues.
Job Purpose	A Class Teacher should have a sense of ownership and pride in their class, looking out for the pupils collectively and individually in terms of their academic progress, pastoral care and wellbeing.
Salary	Competitive and depending on previous experience.

In addition to upholding the Teachers' Standards, A Class Teacher must:

### MAIN RESPONSIBILITIES

- Be a first point of contact for the pupils in the class and the most important adult in their school life.
- Uphold the School's 'open door' policy, ensuring good home-school communication.
- Know which pupils in their class are on the Child Protection & Safeguarding Register and monitor and review these pupils termly with the DSL.
- Make the DSL aware of any concerns they have regarding an individual pupil.
- Proactively promote pupils' mental and physical health, reporting concerns to the Mental Health Leader and/or DSL.
- Monitor the pupils' behaviour and reputation, resolving any pastoral issues, upsets, etc.
- Role model and encourage good organisation, including keeping desk and storage areas tidy.
- Encourage the pupils to feel proud of their achievements, ensuring these are recognised and celebrated.
- Oversee the rewards and sanctions for the pupils in your class.
- Maintain the Pastoral Care section of Engage for each pupil in your class.
- In liaison with the SENCO, maintain and update any records concerning SEN.
- Manage 'Class Time' effectively, checking homework diaries, reading records, logging House Points, tidying desks, etc.
- In liaison with the Academic Management Team and SENCO, analyse assessment data for each child, set appropriate targets and adapt teaching plans accordingly.
- Co-ordinate and attend trips and workshops, including residential trips in the Upper School, following the Schools' Educational Trips and Visits Policy and Financial Procedures Handbook.
- Attend and support all events relevant to your class e.g. concerts, plays, introductory evenings, etc.
- Support Subject Coordinators in monitoring and reviewing the scheme of work.

## 2. PERSON SPECIFICATION

		Essential	Desirable
<b>Qualifications</b>	Qualified Teacher status with teaching experience	x	
	Evidence of continuous professional development	x	
	A commitment to future professional development	x	
<b>Experience</b>	Teaching at Key Stage 1 or Key Stage 2	x	
	Differentiating for mixed ability classes	x	
	Teaching children with SEN, including EHC plans		x
	Teaching in different year groups		x
	Leading a subject		x
<b>Knowledge and understanding</b>	How to meet the individual needs of all children, including the More Able and those with SEN (classroom organisation, teaching strategies, individual target setting, etc.)	x	
	Effective and efficient monitoring, assessment, recording and reporting of pupils' progress	x	
	Statutory requirements concerning Equal Opportunities, Health and Safety, SEN, Child Protection and GDPR	x	
	The national curriculum	x	
	The importance of working in partnership with parents	x	
	Standardised assessments		x
<b>Skills</b>	Ability to be inspirational, nurture children's curiosity and promote a love of learning	x	
	Ability to work well within a team	x	
	Ability to promote self-esteem and confidence in pupils and engender a growth mindset attitude	x	
	Excellent interpersonal skills, and the ability to establish and develop positive relationships with parents, governors and the community	x	
	Ability to communicate effectively (both orally and in writing) to a variety of audience	x	
	Excellent organisational and administrative skills	x	
	Effective classroom management	x	
	Confident and competent user of IT including school MIS systems	x	
	Commitment to integrate IT into teaching and learning	x	
	Familiarity with FrogLearn or equivalent VLE		x
	Demonstrate adherence to the Teachers' Standards	x	
	Commitment to equal opportunities and safeguarding children	x	
<b>Personal characteristics, including disposition, values and motivation</b>	A positive and child-centred approach to teaching and learning	x	
	An understanding of and commitment to the school's ethos and aims, and willingness to adhere to school policies and procedures	x	
	Approachable, committed and enthusiastic	x	
	Open-minded, self-evaluative and adaptable to changing circumstances and new ideas	x	
	Self-motivated; able to work on own initiative and without constant supervision	x	
	Calm under pressure	x	
	Sense of humour	x	
	Desire to be involved in the wider life of the school		x
	Willingness to lead an area of the curriculum		x
	Ability to motivate others and bring out the best in them		x
Energetic and always willing to go the extra mile	x		

## 3. Safeguarding

Finton House Educational Trust is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past

employers and Disclosure and Barring Service. Details of all checks are to be found in our Recruitment, Selection & Disclosures Procedure, which is available on request.

BCF/KAK 18/01/2021