

## Walton CEVC Primary School

Meadow Lane  
Walton  
Nr Street  
Somerset  
BA16 9LA

Tel: 01458 443675  
Email: [Office@waltonprimary.co.uk](mailto:Office@waltonprimary.co.uk)



**Headteacher: Mr L Upham**

### Class Teacher

**Walton CEVC Primary School, Walton, Nr. Street, BA16 9LA**

Age range: 4-11 NOR: 130

Salary: MPS

Tel: 01458 443675

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Required from September 2026, the children, staff and governors of our popular and successful village school are looking to appoint a permanent full time teacher to teach a mixed aged class. We would welcome experienced applicants and ECTs.

### We are looking for an excellent teacher who:

- Has experience of delivering teaching and learning requirements in a Primary School
- Has high expectations of all children in every aspect of school life and is committed to safeguarding and well-being;
- has the ability to work collaboratively with teaching and support staff;
- is creative, flexible and enthusiastic with excellent communication skills including the use of ICT
- To create an inviting and stimulating teaching environment within the classroom, including the celebration of children's achievements.
- To carry out all duties assigned as a class teacher and any other duties which fall within the broad spirit, scope and purpose of the job description.

### We can offer you:

- friendly and hardworking children who respond well to challenge;
- a strong team working together to provide a learning environment where every child really does matter;
- opportunities and training to further develop your skills
- highly supportive parents and Governors;

A visit to our school is strongly recommended. Please telephone Mrs Sweet for an appointment. Please apply by application form (available from [www.waltonprimary.co.uk](http://www.waltonprimary.co.uk)) and covering letter to Mr Lucas Upham at the school.

Closing date: Thursday 30<sup>th</sup> April at 12 noon Interview date: Week beginning 4<sup>th</sup> May

***"Every Child, Every Chance, Every Day"***

*"I have come that they may have life*

*and have it in all its fullness" John 10:10*



Artsmark  
Gold Award  
Awarded by Arts  
Council England



**WALTON CEVC PRIMARY SCHOOL**  
Job Description for a Class Teacher



**Salary and Grade:** MPS

**Line Manager/s:** *The Headteacher/SLT/Governing Body*

**Supervisory Responsibility:** *The post holder may be responsible for the deployment and supervision of the work of teaching assistants relevant to their responsibilities.*

**Duties and Responsibilities**

All teachers are required to carry out the duties of a schoolteacher as set out in the current [School Teachers Pay and Conditions Document](#). Teachers should also have due regard to the *Teacher Standards (2012)*. Teachers' performance will be assessed against the [teacher standards](#) as part of the appraisal process as relevant to their role in the school.

**Teaching and Learning**

1. Teach a broad based curriculum to the class that will ensure that all children can achieve their full educational potential
2. Provide a challenging and supportive learning environment that introduces new ideas and concepts clearly
3. Be responsible for the designated classroom/teaching area and associated resources
4. Direct the use of any support staff or class helpers. This does not imply any "line manager" responsibilities but facilitates the best deployment of human resources
5. Use the allocated PPA time to plan lessons, that have clear teaching aims, objectives and structured subject matter, prepare resources and assess learning that meets the needs of both pupils and the curriculum
6. Plan for progression across the age and ability range taught, designing effective learning sequences within lessons and across series of lessons to aid development
7. Set clear targets that are both realistic, measurable and build upon prior knowledge or attainment, in order to bring about sustained progress and learning outcomes
8. Have a good working knowledge of a range of teaching and learning strategies that are appropriate for a range of contexts and will allow all children to fulfil their educational potential
9. Use an appropriate range of teaching strategies and resources, including e-learning, to meet learners' needs and take practical account of diversity
10. Know and employ a range of behaviour management techniques and strategies and adapt them as necessary to promote the self-control and independence of learners
11. Employ homework to consolidate and extend learning, where possible identifying other opportunities to extend learning through out of school contexts
12. Contribute to the identification of pupils with additional educational needs, seeking the appropriate specialist support and advice in order to give positive and targeted support
13. Implement, contribute to and keep records on Special Needs Education Plans (SNIPs)
14. Develop in pupils a positive attitude towards themselves and others, with a strong sense of respect for other people's property, ideas and beliefs
15. Understand how children and young people develop and know how to make effective personalised provision for pupils, including those who:
  - have additional educational needs
  - are higher attainers
  - have sensory or physical needs

**Monitoring, Assessment, Recording and Reporting**

1. Be responsible for the processes of identification, assessment, recording and reporting for the allocated group of pupils
2. Know the assessment requirements and arrangements for the specified subject or curriculum areas, including those related to public examinations

3. Compile reports to provide learners and their parents with accurate and constructive feedback on their strengths, weaknesses and areas for development
4. Have a good understanding of a range of approaches to assessment and how to apply it, including formative assessment techniques
5. Use a range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and diagnosing need
6. Use local and national statistical information to evaluate the effectiveness of teaching, monitor the progress of those they teach and raise levels of attainment
7. Communicate effectively with parents and carers about attainment, objectives, progress and well-being, and encourage their participation in the communication process
8. Contribute towards the implementation of SNIPs, planning and recording the appropriate targets, actions and outcomes
9. Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development

#### **Curricular Knowledge and Understanding**

1. Have a secure knowledge and understanding of Curriculum programmes of study for all relevant areas of the curriculum
2. Have a good knowledge of any other statutory requirements related to pupils' education or welfare, including those provided through the National Strategies
3. Keep up to date with research and developments in pedagogy and curriculum content
4. Support the ongoing developments in literacy, numeracy and ICT skills
5. Take responsibility for areas of curriculum in discussion with colleagues and the Headteacher

#### **Professional Standards and Development**

1. Maintain an up-to-date knowledge and understanding of the professional duties of teachers and the statutory framework within which they work
2. Contribute to the development, implementation and evaluation of policies and practice, including those designed to promote equality and opportunity
3. Establish a purposeful and safe learning environment which complies with current legal requirements, national policies and guidance on the safeguarding and well-being of children
4. Work as a team member and identify opportunities for working with colleagues, managing their work where appropriate and sharing the development of effective practice
5. Establish effective working relationships with colleagues within school, especially those who have specific responsibilities for learners with specific needs, and from outside agencies
6. Assist in the maintenance of good discipline in and around the school, and set a good example in personal conduct and appearance
7. Cover for absent colleagues as is reasonable and in line with present government regulations
8. Attend meetings within the constraints of directed time

#### **Health and Safety**

1. Undergo Basic First Aid training and update courses, as necessary
2. Be aware of the responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions
3. Co-operate with the employer on all issues related to health, safety and welfare

#### **Continuing Professional Development**

1. In conjunction with the headteacher, participate in performance management and improve practice through appropriate professional development and relevant training and development opportunities
2. Take a creative and constructive response to innovation, coaching and mentoring, and adapt practice where benefits and improvements are identified
3. Review the effectiveness of teaching practice and the impact of feedback upon the progress of learners

#### **Support, Guidance, Monitoring and Reporting**

1. Consider pupils' welfare as paramount, and take action in accordance with the duty of care for pupils
2. Know the current legal requirements, national policies and guidance on the safeguarding and the promotion of the well-being of children and young people
3. Know how to identify potential child abuse and follow the relevant safeguarding procedures
4. Know how to identify and support children and young people whose progress, development or well-being is affected by changes or difficulties in their personal circumstances
5. Monitor the social progress of pupils, including progress in PSHE lessons
6. Support the progress of pupils through the target setting process as applied to both academic and behavioural progress

#### **Rewards and Sanctions**

1. Inform, reinforce and implement the school Behaviour Policy
2. Clarify to pupils the consequences of breaking the rules and regulations of the school
3. Collate records of all rewards and incidents of inappropriate behaviour that relate to pupils in their class
4. Check entries in homework diaries and take appropriate action when necessary

#### **Liaising with others**

1. Recognise and respect the contribution that colleagues, parents and carers can make to the development and well-being of children and young people
2. Encourage parents and carers to participate in discussions about the progress, development and well-being of their children
3. Consider carefully who is the most appropriate person to help in a specific situation, and determine who should make contact, when and how and in what manner
4. Be aware of issues that relate to child protection and notify the Designated Safeguarding Lead of any concerns about a child

#### **General tasks**

1. Support and promote the distinctive Christian ethos and character of this Church of England School
2. Participate in and deliver Collective Worship, Praise through Song and Class Worship, where required
3. Participate in the formulation and execution of pastoral policies
4. Organise class participation in school events

#### **Administration: (registration, absences, lateness)**

1. Mark the register fully and accurately. Unexplained absences or patterns of absence should be reported immediately in accordance with the school policy on attendance
2. Contribute to the monitoring of pupils' attendance/absence and lateness records.
3. Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions Document*

#### **Other**

1. To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
2. Perform any reasonable duties as requested by the Headteacher
3. To take role of \_\_\_\_\_ Leader within the school in line with School Strategic Plan, including Action Plan and Assessment

#### **Note**

This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your

contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.

**Signature of post holder:** ..... **Date:** / /

**Signature of Headteacher:** ..... **Date:** / /