

## **Job Description: Class Teacher**

**Start Date: September 2024**

The Class Teacher will be part of a Teaching Team working in the main School. The Class Teacher will be responsible for the group of children in their class and it is expected that they remain till the children complete Class 8. He/she will be responsible for both classroom work and pastoral care.

### **Main Duties of the Class Teacher.**

1. Provide a balanced curriculum, and maintain progress of all pupils in the class through the relevant subjects, at a pace suitable to their age and development, and according to the principles of education laid down by Rudolf Steiner (as outlined in the book: 'The Educational Tasks and Content of the Waldorf Curriculum') and modified where appropriate by the Teaching Team.
2. Ensure that appropriate resources are in the classroom and lesson preparation is of a high standard.
3. Maintain discipline so that the learning objectives of the class are met.
4. Ensure that good working habits are developed in the class.
5. Maintain the physical surroundings of the class suitable to the tasks being undertaken.
6. Liaise with the ALNCo and volunteers.
7. Attendance at weekly Teaching Team and Collegiate meetings, held outside of school operating hours, to discuss pedagogical and other relevant matters.
8. Participate in INSET training days.
9. Take part in the appraisal of his/her own work performance; and be prepared to assist in the appraisal of colleagues.
10. Familiarisation with and implementation of all school policies. As necessary and appropriate, participation in re-writing or amending the existing policies as the school grows and evolves.
11. Communicate clearly and in good time any reasonable requirements for support required (finance, administration, teaching etc) to the relevant support teams.

12. Keep the pupils' files up to date. Record and file all conversations with parents, Educational Psychologists etc. Write reports for individual pupils. Keep a record of pupils' academic progress
13. Liaise with parents, organise and present parents evenings/meetings.
14. Interview new parents and pupils as required. Be prepared to be on a recruitment team for staff and volunteers.
15. Share responsibility for supervision of all pupils during break time, and at the end of school.
16. Cover for absent colleagues as required.
17. A willingness to take on other responsibilities working collegially as a member of the teaching team for the wellbeing of the whole school as needs arise.
18. Teachers should be aware of the possibility of home visits of families to help foster a supportive connection between parent, teacher and child. Parents or teachers can initiate this.

All staff at Nant-y-Cwm School have a duty to safeguard pupils from physical, sexual, emotional abuse and neglect. This includes reporting any concerns to the CPO. All staff must be familiar with the Safeguarding and Whistle blowing policy.

Staff must take care of the children under their supervision by taking all reasonable steps to ensure their health, safety and welfare, including ensuring first aid is administered when required. Staff must be aware of any Health Care Plan in place for any child under their supervision.

All staff have responsibility for their actions within the school grounds and in ensuring the health, safety and welfare of all children, staff, including teaching, support and temporary staff. All staff also have a duty to ensure those pupils, visitors, contractors and others are not put at risk by any activities or the condition of our buildings, site and equipment.

Risks should be assessed by the person conducting the activity and managed accordingly.

Please refer to the Staff Handbook for more information.



## **Person Specification.**

### **Qualifications**

An approved Steiner Waldorf Teaching Qualification is expected.

#### **And at least one of the following:**

- Proven successful teaching experience
- A State Teaching qualification
- A good standard of education (e.g. a degree)

### **Essential Attributes/Skills.**

- Commitment to the class
- Interest in and knowledge of Anthroposophy.
- Imaginative.
- A self-motivated and organised person; ability to manage own workload and time.
- Class teaching is a demanding job that requires physical and mental stamina.
- Ability to develop and maintain good professional relationships.
- Experience of working as an effective team member and on their own.
- Ability to work with colleagues in giving and receiving constructive criticism and support.
- Respond professionally to pressure.
- Skills which will enable all subjects to be presented artistically
- Ability to teach other age groups (6-14 years)
- Ability to teach a useful secondary subject

### **Desirable Attributes/Skills**

- First Aid, Child Protection, Food safety or SEN training
- Ability to play a musical instrument.
- Flexibility
- Sense of fun
- Storytelling skills
- Enthusiasm

Applicants will be invited to teach the children as a part of the recruitment process.

This is for a full-time , permanent post (37.5 Hours) .The starting salary for the post is £25,000 per annum (**pro rata if part-time**) with an annual salary increment scale.

Closing date: 31 March 2024  
Interviews : Week commencing 15th April 2024  
Start Date : September 2024