

## Job Description & Person Specification

November 2020

### Lower School Class Teacher

The Acorn School is an independent, co-educational school which provides an invigorating, quality education for pupils from 6 to 18 years of age. The diverse curriculum integrates creative and physical activities with academic studies to form a unique, threefold structure designed to support and engage students throughout the various stages of their development.

The school was rated 'Good' across all categories in its most recent Ofsted inspection (published March 4th 2019). Ofsted recognised being a teacher at The Acorn School as a rewarding experience:

*"Teachers share a love and enjoyment of learning. Lessons often include art, songs, literature and reading as various ways to engage pupils and develop a broad range of knowledge as well as to spark an interest. Pupils respond accordingly and delight in the different activities."* Ofsted, 2019.

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A fantastic opportunity has arisen to join our team of committed class teachers and take on the role of Class 5 & 6 Class Teacher from January 2021.

We are looking for an experienced class teacher who possesses the ability and motivation to work with our team to provide an outstanding lower school education to our class of young, enthusiastic learners. A Steiner teacher training and/or significant experience as a Class Teacher in a Waldorf School is essential and QTS and/or experience in other educational settings, including state or independent schools, is desirable but not essential.

The hours and pay for this role are dependent on what other specialist subjects you are able to teach or responsibilities you are able to take on, outside of main lesson time.

#### **Main responsibilities of the post:**

- To teach Class 5/6, following the school's curriculum which is inspired by the Steiner curriculum.
- To carry out class teacher duties including pastoral care, planning, assessment and tracking.
- To take overall responsibility for your class, including:
  - supervising, managing and assessing the children
  - liaising with colleagues and parents
  - record keeping and report writing in accordance with statutory and school requirements
- To undertake appropriate preparation, study and training as necessary both for the effective delivery of the curriculum and to advance the school's standards, ethos and objectives.
- To work towards developing the overall quality of the teaching and learning in the Lower School.
- To attend meetings with staff and parents.
- To support the school's ethos, principles and objectives
- To be aware of the school's policies and procedures and to support their implementation and development

#### **Requirement for attendance at meeting and school events**

- Attendance at termly parent meetings.
- Attendance at weekly teachers' meeting
- Attendance at other meetings by arrangement
- Attendance at all school events including festivals and concerts.

**Working hours and remuneration:**

<b>Location:</b>	The Acorn School, Nailsworth
<b>Hours:</b>	Dependent on what other lessons you have the ability and experience to teach.
<b>Start date:</b>	January 2021
<b>Contract:</b>	Permanent, beginning January 2021
<b>Salary:</b>	Competitive and dependent on experience
<b>Leave:</b>	Due to the nature of the post, annual leave cannot be taken during term time.
<b>Pension:</b>	Auto enrolment pension scheme
<b>Probationary period:</b>	2 terms

**Essential application information**

The Acorn School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All teaching posts are exempt from the Rehabilitation of Offenders Act 1974 and all successful applicants will undergo safeguarding screening including an enhanced DBS and Barred List check from the Disclosure and Barring Service and a Prohibition from Teaching Check and where required a Prohibition from Management Check (Section. 128 Check).

Candidates must have the right to work in the United Kingdom. Candidates from abroad will be asked to provide criminal records clearance from countries of residence, as well as evidence of eligibility to work in the United Kingdom.

**Additional information**

Whilst every effort has been made to explain the accountabilities of this post, each individual task undertaken may not be identified.

This job description is current, but following consultation with you, may be changed by the Headmaster to reflect or anticipate changes in the job, which are commensurate with the salary and job title.

**Person Specification**

Specification	Essential	Desirable
<b>Qualifications</b>		
Steiner teaching qualification or relevant work experience	✓	
Other teaching qualification and experience		✓
Enhanced DBS disclosure	✓	
First Aid training		✓
Safeguarding training		✓



<b>Skills</b>		
Willingness to engage with the school's ethos	✓	
Ability to create a welcoming environment for young children and their families	✓	
Demonstrate flexibility and willingness to encompass the school's methodology	✓	
Ability to teach varied abilities within the class group	✓	
Excellent team-worker	✓	
Excellent communication skills	✓	
Excellent record keeping skills	✓	
Basic ICT skills including word processing and email		✓
Ability to work with confidential information and maintain high levels of confidentiality	✓	
Awareness of health & safety requirements		✓
<b>Work Experience</b>		
Teaching children of Lower School age	✓	
Teaching in small groups		✓
Liaising with parents	✓	
Working in a team	✓	
Working with confidential information	✓	
<b>Behaviours/Characteristic</b>		
Punctual and reliable	✓	
Desire to assist in the further development of the school	✓	
Approachable and warm personality	✓	
Desire to continue to learn and develop as a teacher	✓	
Ability to work collaboratively	✓	
Ability to accept responsibility	✓	
Interest in education and understanding of the aims and objectives of Acorn education	✓	
Willingness to develop the ability to talk knowledgeably to prospective parents about the education and the school	✓	