



**Position:** Class Teacher

**Responsible to:** The Principal

**Essential Qualifications:**

- Educated to degree level
- Experience of working with young children in a teaching capacity

**The role, responsibilities and duties of the Kanha Global School Teacher are as follows:**

**Planning, Teaching and Classroom Management**

- Prepare activities, resources and schemes of work, as appropriate, taking into account the needs, interests, experience and existing knowledge of your pupils.
- Ensure that activities build on prior experiences, skills and knowledge to ensure progression in pupils' learning and development.
- Ensure the learning needs of the whole class are met by providing suitably differentiated activities for each child, whatever their interests, needs, developmental competencies and prior experiences might be.
- Use creativity and imagination to make the learning environment an inviting and exciting place for children to play and learn in.
- Have high expectations in terms of behaviour and, jointly with colleagues, maintain high behaviour expectations throughout the School.
- Monitoring, Assessment, Recording and Reporting
- Record observations of children's work, monitor strengths and weaknesses, inform planning and identify the level at which the pupil is achieving.
- Meet with parents informally and formally as required, to discuss children's well-being, progress and individual needs, drawing on attention to special skills and talents, as well as any barriers to learning.
- Write reports on each child once a year.

**Professional duties**

- Maintain competent ICT skills to use in teaching and in general class administration e.g. class records on spreadsheets, presentation software, word-processing for planning.
- Participate in the annual self-appraisal cycle.
- Have an excellent working knowledge of teachers' professional duties and legal liabilities.
- Provide cover for absent colleagues.
- Attend departmental meetings, staff meetings, parents' meetings, and whole school events.
- Contribute to the school's extra-curricular enrichment program.



- Undertake standard Teacher duties, as required, including (but not limited to) pupil registration and teaching of Personal, Social and Emotional Development.
- Liaise with other class teachers to ensure you are aware of individual children's pastoral needs.
- Be a role model for social behaviour and attitudes.
- Provide intimate care to children whenever necessary (for example, changing nappies).
- Provide a safe, secure and well-organised environment that encourages the development of children as independent learners and considerate members of the school community.
- Abide by all health and safety procedures and report any concerns regarding health and safety immediately to the Head of Nursery, Head and Proprietor.
- Implement school policies and guidelines for pastoral care.
- Build and maintain positive relationships with parents and other stakeholders.

#### **Other Duties**

- Ensure you keep informed about events, general school organisation and staff discussions by attending or reading the minutes from relevant meetings.
- Preparedness to sincerely take part in extensive professional development and training.
- Taking part in events that may be during the evenings or, occasionally, at weekends, within reason.
- Abide by the school's Safeguarding Policy and procedures and report any concerns regarding safeguarding immediately to the Principal.
- Have a good working knowledge of whole school policies and aims.
- Promote the ethos, good name and reputation of the school at all times.
- Any other reasonable request made by the Principal.

**Professional Specifications:**

- Suitable qualifications and experience: Appropriate teaching qualification and at least one years' experience of teaching full-time in an International context.
- Ability to fulfill responsibilities with energy and enthusiasm
- Strong interpersonal and communication skills
- Good listening skills and respect for all pupils
- Ability to explain clearly and have good presentation skills
- Ability to form relationships and motivate pupils
- Subject knowledge and application
- Strong classroom management
- Experience in assessment, recording, and reporting pupils' progress
- Commitment to personal and professional development
- adaptability to a demanding environment

**Principal's Statement of Expectations:**

- Treat pupils with respect, love and care ensuring their well being is enhanced by school experience.
- Uphold and model Kanha global School's vision, mission, ethos and values at all times.
- Commit to the 'duty of care' to pupils at all times.
- Contribute to the wider school responsibilities.

**Dress Code:**

- Professional and appropriate attire.
- Dress code may be relaxed for specific occasions.

**Safeguarding and Child Protection:**

- Commitment to safeguarding and promoting the welfare of children.
- Police checks and approval statement required for successful applicants.

**Data Protection:**

- Exercise due consideration in using confidential information.
- Adhere to a strict code of confidentiality at all times.