

<b>LOCATION</b>	<b>The British School of Beijing, Sanlitun</b>
<b>JOB TITLE</b>	<b>CLASS TEACHER, EY or PRIMARY (Possibility of additional responsibility)</b>
<b>JOB PURPOSE</b>	<p>To teach pupils assigned to your class within the school and carry out duties as required by the Senior Leadership Team.</p> <p>Ensure that planning, preparation, recording, assessment and reports meet the expectations of the school.</p> <p>To actively contribute to wider school development and growth.</p> <p>Demonstrate thorough curriculum knowledge.</p> <p>Demonstrate a proactive approach towards professional development.</p>
<b>REPORTING TO</b>	Head of Primary Phase School or Head of EY
<b>DIRECT REPORTS</b>	Academic Leader
<b>OTHER KEY RELATIONSHIPS</b>	Curriculum Coordinators
<b>PACKAGE</b>	Comprehensive – inc. highly competitive salary, accommodation allowance, annual flights, health insurance, relocation allowance, end of contract gratuity, up to two free child places.
<b>KEY ROLES</b>	
<p><b>Teaching and Learning</b></p> <ul style="list-style-type: none"> <li>▪ Ensure effective teaching and management of classes, groups and individuals so that objectives are met, progress and challenge are maintained and the best use is made of teaching time.</li> <li>▪ Use teaching methods, which will engage stimulate pupils’ intellectual curiosity including the use of effective questioning, clear presentation and effective use of resources.</li> <li>▪ Set high expectations for pupils’ behaviour, establishing and maintaining a good standard of behaviour management through focused teaching and create positive and productive relationships in accordance with the rules and behaviour policy of the school.</li> </ul>	
<p><b>Planning Expectations</b></p> <ul style="list-style-type: none"> <li>▪ Identify clear teaching objectives, content, structures and sequences of lessons appropriate to the educational needs of the pupils.</li> <li>▪ Set appropriate, yet challenging expectations for pupils’ learning, building on prior attainment.</li> <li>▪ Identify students who may require additional support and know where to get help in order to give positive and targeted support.</li> <li>▪ Ensure that planning shows a clear understanding of the year group expectations and leads to progression within lessons and over sequences of lessons.</li> </ul>	
<p><b>Assessment and Evaluation</b></p> <ul style="list-style-type: none"> <li>▪ To assess pupil’s achievements and progress in accordance with agreed policies and procedures.</li> <li>▪ Implement AfL to evaluate how well learning objectives are/have been achieved and adapt future teaching and learning accordingly.</li> <li>▪ Mark and monitor pupils’ class and homework providing constructive oral and written feedback, providing focus for pupils’ progress to ensure they meet individual and year group targets.</li> </ul>	
<p><b>Relations with Parents and the Wider Community</b></p> <ul style="list-style-type: none"> <li>▪ Prepare and present informative reports to parents in a professional manner.</li> <li>▪ Facilitate parental engagement by ensuring home learning tasks detail how parents can assist their children.</li> <li>▪ Prepare presentations for parental groups as required by the key stage.</li> </ul>	
<p><b>Managing and Developing Relations within the School</b></p> <ul style="list-style-type: none"> <li>▪ Interact on a professional level with academic and administrative colleagues to establish productive working relationships.</li> <li>▪ To contribute to meetings, discussions and systems to facilitate the smooth running of the school.</li> <li>▪ Supervise the work of teaching assistants and participate in their professional development.</li> </ul>	
<p><b>Managing Resources</b></p> <ul style="list-style-type: none"> <li>▪ Select appropriate resources to support learners in achieving teaching objectives.</li> <li>▪ Select resources to add practical activities and create interest for learners.</li> <li>▪ Ensure resources are stored appropriately both within classrooms and shared resource areas.</li> </ul>	

**Managing own Performance and Development**

- Understand the need to take responsibility for their own professional development.
- Keep up to date with research and developments in pedagogy as relevant to their curriculum team and Key Stage.
- Understand their professional responsibilities in relation to school policies and procedures.
- Make the most of PD opportunities provided through NAU and contribute to relevant forums
- Reflect on their own teaching critically and use this to improve their effectiveness.

**Other**

- Act as a role model to the pupils they teach in their personal presentation and conduct.
- To meet statutory responsibilities and company policies with regard to Health and Safety.
- Any other duties considered necessary as allocated by the Principal.

**PERSON SPECIFICATIONS****Qualifications/Training**

▪ Detailed knowledge of the relevant aspects of English National Curriculum or EYFS	Essential
▪ Evidence of active participation in CPD	Essential
▪ Teaching degree or qualification with QTS	Essential

**Experience / Knowledge**

▪ Minimum of two years teaching experience	Essential
▪ Experience of integrating the use of iPads and other IT devices into learning	Preferred
▪ Detailed understanding of AfL strategies to assess needs & inform planning	Essential
▪ Adapts teaching to respond to the strengths and needs of all pupils	Essential
▪ Has high expectations which inspire, motivate and challenge pupils	Essential
▪ Proven track record of ensuring good progress and outcomes for pupils	Essential
▪ Knowledge and understanding of the Primary National Curriculum or EYFS	Essential
▪ Can demonstrate a commitment to developing all aspects of school life	Essential
▪ Creativity in teaching a topic-based curriculum in an international setting	Preferred

**Skills**

▪ Ability to use Ipad and other IT to effectively engage pupils	Preferred
▪ Evidence of good, or outstanding teaching	Essential
▪ Ability to create a positive, challenging learning environment	Essential
▪ Evidence of good classroom management skills	Essential

**Personal Attributes**

▪ A high level of personal integrity	Essential
▪ Excellent organisational and time-management skills	Essential
▪ Demonstrates an attention to detail	Essential
▪ Demonstrates a strong work ethic	Essential
▪ Demonstrates a respect to students, colleagues and parents.	Essential
▪ Proactive and able to manage others to ensure deadlines are achieved	Essential
▪ Self-motivated and enthusiastic approach to responsibilities	Essential
▪ Ability to work independently	Essential
▪ Continually strives for improvement	Essential
▪ Sense of humour and a commitment to adding enjoyment to learning	Essential
▪ Adaptability	Essential

**OTHER CONDITIONS**

Holds a current Criminal Records Bureau Disclosure or equivalent for countries, outside of the UK.  
Are able to meet visa requirements for working in China.