

Scraptoft Valley Primary School

Job Description

Title: Class teacher

Responsible to: Headteacher

Overall purpose of this post

To undertake the duties and responsibilities in accordance with the Conditions of Service and to teach a class of primary school children. To carry out such other professional duties as may be considered by the Headteacher to be necessary or appropriate to the efficient and effective running of the school and the welfare of the pupils

Major Responsibilities

Pupils

- To provide education of the highest quality
- To help maintain a safe, caring and stimulating environment for children
- To support arrangements designed to promote positive behaviour and relationships within the school
- To maintain assessment systems and records which provide sound information about pupils' progress, identify their needs, provide information to parents and can be used to inform future planning
- To ensure that the curriculum is able to meet the needs of children identified as having special educational needs

Curriculum

- To manage and organise the classroom effectively
- To ensure effective planning of the curriculum
- To maintain and develop a broad, balanced and relevant curriculum which includes the requirements of the National Curriculum
- To ensure that the school policies and practices are implemented
- To take responsibility for co-ordinating specific areas of the curriculum or aspect of the school's work
- To support the school's programme of extra curricular activities

Relationships and Communications

- To recognise that parents, staff and the Governing Body all play an important part in ensuring the success of the school and help them to do so
- To co-operate with outside agencies involved with the school
- To encourage and develop good home-school links and relationships with the local community

Professional development

- To play a positive role in the school's arrangements for professional review and development
- To attend staff meetings, teacher days, parents' evenings and other meetings.