

<b>Post Title:</b>	<b>CLASSROOM TEACHER</b>
<b>School:</b>	<b>Ashdon Primary School</b>
<p>The Professional duties of teachers, (other than the Headteacher) are set out in the School Teachers Pay &amp; Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post holder have been set out below:</p>	
<b>Purpose:</b>	<p>Responsibility for a class.</p> <p>Co-ordinating activities relating to a subject area, to include:</p> <ul style="list-style-type: none"> <li>• Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action plans and practice</li> <li>• Planning and managing associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment</li> <li>• Giving guidance, support and encouragement to staff and leading in-service development sessions</li> </ul>
<b>Responsible to:</b>	Headteacher
<b>Responsible for:</b>	Class Teaching Assistant/s
<b>Scope:</b>	<p>Classroom teacher</p> <p>Subject Co-ordination</p>
<b>Salary/Grade:</b>	Main Scale / Upper Pay Range

## **MAIN (CORE) DUTIES**

- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.
- To plan and prepare lessons in order to deliver the Early Years Foundation Stage Framework / National Curriculum, ensuring breadth and balance in all subjects.
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.
- To maintain good order and discipline among the pupils, safeguarding their health and safety.
- To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within the classroom, including parent helpers.
- To participate in staff meetings as required.
- Contribute to the development and co-ordination of a particular area of the curriculum.
- To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.
- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.
- To liaise with outside agencies when appropriate e.g., Educational Psychologist.
- To continue professional development.
- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To support the Headteacher in promoting the ethos and values of the school.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the school's Health and Safety policy and any school-specific procedures / rules that apply to this role.
- To ensure that the current national conditions of employment for school teachers are met.