Class Teacher Job Description

Job Title: Class teacher

Line Manager: A Curriculum Senior Leader

Salary: Within the STPC guidelines dependent on experience and qualifications

Main Purpose

Class Teachers will take on the leadership role for the class:

- In line with the school rationale - To promote the emotional well-being of the pupils, families and staff.
- Ensure each individual child has access to an appropriate education for them throughout each day.
- Ensure staff understand their roles and are motivated and engaged in achieving the best for the students.

Main Tasks

- Ensure that the strategies identified for the children are being effectively deployed, regularly reviewed and developed
- Identify appropriate targets for pupils and report on their progress towards them throughout the year.
- Plan exciting and motivating lessons and where appropriate either differentiate a lesson or offer alternative activities for children.
- Ensure that the children are safe and safeguarded, that appropriate risk assessments are carried out and that staff understand their responsibilities in this area.
- Assess, record and report on the work of the children in the class.

With the staff team in the class:

- Lead, motivate, inspire, model and coordinate the work of the class staff team.
- Manage the induction into the class of new staff and support staff who need to be helped to develop.
- Carry out the appraisals of staff team.
- Develop strong, supportive, professional relationships with families.
- Ensure that the children remain the central focus and encourage staff teams to recognise that this refers to all the children in the school.
- Lead class team meeting and ensure that minutes and actions from these are followed through.

Curriculum development and wider school:

- Teaching the range of topics in the National Curriculum and the schools wider curriculum.
- Engage in the appraisal processes in the school, using the weekly meetings to identify any issues early and work actively to address these.
- Support the Headteacher and the SLMT by engaging in professional dialogue and contributing ideas to curriculum development, school policies, assessment etc.
- Ensure that line managers are kept informed of initiatives and issues that you are working through and are involved in supporting the class teachers to identify possible solutions.
- To be flexible in working practices and consider whether working in partnership with another teacher might offer better opportunities for the children in both classes.
- Current knowledge of educational and research issues relating to autism and the education of autistic children.
- To do anything deemed reasonable by the Headteacher.

Updated: September 2025