



Larmenier & Sacred Heart Catholic Primary School

Job Description – Class Teacher

MAIN PURPOSE

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

DUTIES AND RESPONSIBILITIES

a) Teaching

To teach all pupils effectively and plan for their learning by:

- Setting high expectations which inspire, motivate and challenge pupils
- Maintaining an inclusive and supportive learning environment where all pupils feel valued and respected
- Providing a well-organised classroom environment that supports learning, where resources can be accessed appropriately by all pupils
- Planning and teaching well-structured lesson sequences to assigned classes, following the school's plans, curriculum and schemes of work
- Adapting teaching to respond to the strengths and needs of pupils
- Promoting good progress and outcomes by pupils
- Setting learning activities, including homework, which enables pupils to consolidate their understanding and apply their knowledge and skills
- Providing effective feedback to reinforce learning and pre-empt or address misconceptions in order to move learning on
- Demonstrating good subject and curriculum knowledge
- Critically evaluating own teaching practice to improve effectiveness
- Working closely with year group partner to effectively implement the school's intended curriculum
- Working in partnership with other year group teachers to ensure the smoothest possible transition for pupils (between year groups/key stages)
- Liaising effectively with appropriate teachers who provide teaching cover, e.g. supply cover for course attendance.

b) Monitoring, Assessment and Reporting

- Assess how well learning objectives are being achieved in relation to expected learning outcomes
- Assess pupils' learning systematically and review progress within lessons and over time
- Mark, monitor and provide feedback on pupils' work in line with school policy
- Use assessment outcomes to inform planning and intervention
- Report summative assessment outcomes termly as part of the school's assessment procedures
- Develop a secure understanding of primary statutory assessments and the related requirements
- Prepare and present informative reports to parents/carers and outside agencies, as appropriate

c) Health, Safety and Discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour and standards of uniform effectively to ensure a good and safe learning environment

d) Other Specific Responsibilities

- Ensure that the Catholic ethos and vision of the school underpins all elements of practice
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Work in line with statutory safeguarding guidance (e.g., Keeping Children Safe in Education, Prevent) and the school's Safeguarding and Child Protection Policy
- Communicate effectively with pupils and parents/carers
- Develop effective professional relationships with colleagues
- Lead, direct and supervise assigned support staff
- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Participate in meetings which relate to the school's management, curriculum or organisation
- Make a positive contribution to the wider life and ethos of the school
- Attend assemblies, school masses and other religious observances and events as appropriate, and contribute to the preparation of these across the school year
- Support initiatives prioritised and led by school leaders at all levels
- Take part in the school's appraisal procedures
- Take responsibility for own professional development and duties in relation to school policies and practices
- Work with others on curriculum design and development to secure coordinated outcomes
- Mentor, guide and support students or trainee teachers as required
- Undertake any other relevant tasks as required by the Headteacher according to the needs of the school

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or line manager.