**Class Teacher**

**JOB DESCRIPTION**

**Post title:** Class Teacher

**Salary:** Main Scale/ Upper Payscale

**Contract Type:** Full-time

**Contract Term:** Permanent

**Reporting to:** Assistant Headteacher

**Purpose:**

Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils. The class teacher will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.

The appointment of a classroom teacher is subject to the current conditions of employment for teachers contained in: the School Teachers’ Pay and Conditions Document (STCPD); the School Standards and Framework Act 1998; the required Standards for Qualified Teacher Status; Teachers’ Standards in England from September 2012; and other current legislation.

The duties and responsibilities of this post may vary from time to time according to the changing needs of the school. In the light of these changes, this job description may be amended from time to time following discussion between the SLT and the postholder, and will be reviewed annually as part of the Appraisal process.

# Duties

* To carry out the professional duties of a classroom teacher as set out in the latest copy of the School Teachers’ Pay and Conditions Document at the appropriate career stage for your experience as outlined in the school’s appraisal policy.
* To perform, in accordance with any directions which may be reasonably given to you by the SLT or Headteacher from time to time, such particular duties as may be assigned to you.
* It is the contractual duty of the post holder to ensure that they have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.
* These duties must be carried out in accordance with the requirements of the National Curriculum, Foundation Stage Curriculum, the aims of the school and any policies of the Governing Body.

**Responsibilities**

**Set high expectations which inspire, motivate and challenge pupils:**

* establish a safe and stimulating environment for pupils, rooted in mutual respect
* set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
* demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.

**Promote good progress and outcomes by pupils:**

* be accountable for pupils’ attainment, progress and outcomes
* be aware of pupils’ capabilities and their prior knowledge, and plan teaching to build on these
* guide pupils to reflect on the progress they have made and their emerging needs
* demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching
* encourage pupils to take a responsible and conscientious attitude to their own work and study.

**Demonstrate good subject and curriculum knowledge:**

* have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils’ interest in the subject, and address misunderstandings
* demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship
* demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher’s specialist subject
* if teaching early reading, demonstrate a clear understanding of systematic synthetic phonics
* if teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies.

**Plan and teach well-structured lessons:**

* impart knowledge and develop understanding through effective use of lesson time
* promote a love of learning and children’s intellectual curiosity
* set home learning and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired
* reflect systematically on the effectiveness of lessons and approaches to teaching
* contribute to the design and provision of an engaging curriculum.

**Adapt teaching to respond to the strengths and needs of all pupils:**

* know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
* have a secure understanding of how a range of factors can inhibit pupils’ ability to learn, and how best to overcome these
* demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils’ education at different stages of development
* have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

**Make accurate and productive use of assessment:**

* know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
* make use of formative and summative assessment to secure pupils’ progress
* use relevant data to monitor progress, set targets, and plan subsequent lessons
* give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback.

**Manage behaviour effectively to ensure a good and safe learning environment:**

* have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school’s behaviour policy
* have high expectations of behaviour
* establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
* manage classes effectively, using approaches which are appropriate to pupils’ needs in order to involve and motivate them
* maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary.

**Fulfil wider professional responsibilities:**

* make a positive contribution to the wider life and ethos of the school
* develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
* deploy support staff effectively
* take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
* communicate effectively with parents with regard to pupils’ achievements and well-being.

Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards in their own attendance and punctuality

Undertake other duties, which may be reasonably assigned by the SLT or Headteacher to ensure the smooth running of the school.

**To take responsibility for leading a curriculum subject area as agreed (not during NQT year):**

* Carry out ongoing self-evaluation and monitoring of teaching and learning standards in the subject, identifying priorities for development and action planning to raise the subject standards within the school improvement plan
* Be responsible for developing and revising the vision and pedagogy within the subject.
* Support and advise colleagues in developing strategies to implement the subject vision.
* Carry out an audit of resources within the school and monitor the use of them within the school.
* In consultation with the SLT and be responsible for a budget for the subject to ensure that there are enough materials for each class and the subject.
* Attend appropriate subject training/briefings and disseminate relevant information to colleagues.
* Carry out any other tasks identified during the year relating to the development of the subject within the school and as identified in the School Development Plan.

Enact Health & Safety requirements and initiatives as directed.

Ensure compliance with Data Protection legislation.

To be fully aware of and understand the duties and responsibilities arising from the Children’s Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the postholder’s role within the school.