



BROOKLANDS SCHOOL

Profile of Responsibilities for a Class Teacher

Accountable to: The Deputy Headteachers and Curriculum Leads for planning and assessment, pupil behaviour and professional development. For all other issues the Headteacher.

Accountable for: Lead Teaching Assistant, Teaching Assistants, Mid-day Supervisors and volunteers attached to your class.

General Professional Duties:

You are required to carry out the duties of a teacher as set out in the School Teacher's Pay and Conditions Document. A copy of these duties can be obtained from the Headteacher.

Core Purpose - with regard to the Teacher Standards

Set High Expectations

- 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

Promote good Progress & 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
- Demonstrate knowledge and understanding of how pupils' learn and how this impacts on their teaching
- Encourage pupils to take responsibility 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
- 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 homework 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

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

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

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, and 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



- Communicate effectively with parents with regard to pupils' achievements and well-being.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues

In addition

Teaching and Learning

You may be required to teach any class of pupils within the school. This may involve team teaching or teaching pupils outside of your own class group.

- To teach all pupils in your assigned class/group, according to their individual needs.
- To establish behaviour programmes, monitor and record progress, according to school policy.
- To promote and praise achievement and good behaviour.
- To teach according to the agreed policies, timetables and schemes of work.
- To participate in Annual Reviews of Education Health and Care plans, to produce all reports and update other forms of record keeping as required.
- To plan and assess lessons in all curriculum areas.
- To maintain and regular and effective means of communication with parents, including the use of a daily home/school book
- To demonstrate specific skills and more general teaching activities to parents and encourage the participation of parents in all aspects of school life.
- To support those pupils who have part-time placements in mainstream schools.

Pupil Welfare

- To report concerns regarding child protection in line with school policy and to attend all relevant meetings, submitting reports as necessary.
- To keep accurate records of pupil absences and other significant incidents. To maintain registers accurately.



Leadership, Management and Professional Development

- To plan the teaching programme for all pupils in your class. To support all assistants and volunteers in the tasks allocated to them.
- To work in liaison with all relevant therapists, health authority staff and advisory teachers. To jointly plan and assess whenever appropriate.
- To participate in all staff development activities including annual appraisal
- To participate in classroom observations and the feedback sessions, learning walks and other aspects of the school monitoring schedule

Resources and Policy

- To promote equal opportunities within the school. To seek to ensure the implementation of the school's Equal Opportunities Policy by all staff, pupils and visitors.
- To be aware of, and comply with, School, LA and National Policies.
- To maintain resources, identify any new ones for your class and devise new resources to meet curriculum need.
- To ensure a safe, effective and efficient learning environment.

Brooklands School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any successful applicant will be required to undertake a Disclosure check by the DBS at an appropriate level for this post.

April 2022