

CHRIST CHURCH NEW MALDEN C of E PRIMARY SCHOOL

Job Description: Class Teacher

Reports to: Headteacher

Main purpose:

- To carry out the duties of the Teacher in accordance with the Teachers' Pay and Conditions Document and other relevant statutory provisions.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school.
- To promote good or outstanding rates of progress for every pupil across the whole curriculum.
- To create a vibrant learning environment and educational experiences which provides children with the opportunity to fulfil their individual potential.
- To share in the development of the school curriculum, methods of teaching and assessment and their review.
- To support and contribute to the school's responsibility for the safeguarding of children.

Responsible for:

- Planning for, directing and supervising the work of Teaching Assistants.
- Co-operation and liaison with other professionals, including fellow staff and colleagues from external agencies.

Generic responsibilities:

- To deliver lessons which are consistently good or better.
- To plan, prepare, mark and record children's work, in accordance with the school's procedures.
- To ensure that the needs of every pupil are fully met through effective scaffolding of learning in every lesson.
- To establish a rapport with pupils to develop their social and academic potential.
- To ensure high quality learning experiences for pupils.
- To use a variety of delivery methods appropriate to pupils' learning styles and abilities.
- To provide a positive and safe learning environment, encouraging high standards in punctuality, presentation of work and relationships.
- To set high expectations for pupils' behaviour and maintain a good standard of discipline through well focused teaching, fostering relationships and implementing the school's behaviour policy.
- To ensure that the classroom environment is well-ordered, inclusive and promotes and celebrates learning in line with all school policies and procedures

- To play an active part in collective worship, modelling high expectations and engagement.
- To ensure the safety and discipline of children by carrying out an appropriate share of the supervision during the school day.
- To communicate effectively with parents of pupils and with external agencies who are concerned with the welfare of students, after consultation with appropriate staff.
- To assess, (oral or written) record and report on the development, progress and attainment of pupils as required.
- To participate in INSET and staff meetings in order to support the development of teaching practice within the school.
- To contribute to the wider life of the school, for example supporting whole school initiatives and PTA events.
- To contribute to team planning and curriculum development through attending on site and off site training courses and meetings.
- To keep up to date with trends and developments in education, especially those relevant to the duties and responsibilities of the post, reviewing from time to time methods of teaching and programmes of work, arrangements for in-service training and professional development.
- To contribute to the formulation and implementation of the School Improvement Plan and associated action plans, as appropriate.
- To be aware of the school's appraisal policy and contribute to professional development and discussions and observations.
- To consult and liaise with the Headteacher and other members of staff on general and specific issues i.e. curriculum planning, assessment and recording of children with Special Education Needs and parental involvement.
- To support the school's policy on equal opportunities.

For Experienced Teachers:

- To be responsible for the leadership of an area(s) of the school curriculum, including ensuring an appropriate curriculum is produced and reviewed, according to the school's schedule, and is complimented by associated schemes of work.
- To monitor and evaluate learning within the curriculum area(s) in line with the school's monitoring cycle. This may include observation, work sampling, planning, review etc.
- To collate and analyse information relating to the standards achieved in the curriculum area for presentation to the Headteacher.
- To audit resources in the curriculum area(s)
- To advise and support other members of staff on the content and delivery of the curriculum area(s), including, for example, supporting student teachers or mentoring ECTs.
- To identify and secure the provision of appropriate in-service professional development in relation to curriculum area(s), with support of the Headteacher.

- To contribute to the formulation and evaluation of the school's assessment practice in relation to the area(s) of the curriculum for which lead responsibility is held.

Other duties:

- To play a full part in the life of the school community and contribute to its Christian ethos.
- To follow and actively promote the school's policies.
- To comply with Health and Safety policy and undertake risk assessments as appropriate.
- To actively pursue own personal and professional development.