

Fossdene School
Victoria Way
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SE7 7NQ
020 8858 5585

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www.fossdene.greenwich.sch.uk

Job Description – Class teacher

1. To carry out all duties set out within the current version of School Teachers Pay and Conditions Document;
2. Promote the aims and values of the school according to agreed school policies and guidelines;
3. Support initiatives decided by the Local Authority, Headteacher, Governors and staff;
4. To promote and follow national, LA and school procedures for Safeguarding Children;
5. To take responsibility for the welfare and safety of all children on roll but specifically to the class for which the teacher is attached;
6. Plan appropriately to meet the needs of all pupils, through differentiation of tasks to ensure high quality learning experiences for all pupils, which meet internal and external quality standards;
7. Set effective targets based on prior attainment, which inform future teaching and learning and ensures progression in learning and appropriate levels of achievement and attainment;
8. Provide a stimulating, rich and ordered classroom environment, which promotes independent learning where resources can be accessed appropriately by all pupils;
9. Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
10. Report to parents on the development, progress and attainment of pupils;
11. Promote the well being of our children by maintaining good order and discipline amongst pupils in accordance with the school's behaviour policy and encourage good practice with regard to punctuality, standards of work and homework;
12. Actively participate in meetings which relate to the school's management, curriculum, administration and organization to ensure a sharing and effective use of resources to benefit the school;
13. Communicate and co-operate effectively with pupils, colleagues, parents and with specialists from outside agencies;
14. To keep up to date with latest educational developments from the DFE, Ofsted and other organisations through reports, newsletters, professional publications and documents and reviews issued by relevant bodies;
15. To attend and lead assemblies;
16. Lead, organize and direct Support Staff within the classroom appropriately;
17. Participate in the continuing professional development and performance management system for the appraisal of your own performance, and that of other staff;
18. To have a commitment to, and understanding of the LA and school's policy for Equality of Opportunity and inclusion;
19. Comply with the school's health and safety policy and undertake risk assessments as appropriate.