

Class Teacher Job Description



Post: Class Teacher

Salary: Main Pay Scale

Accountability: To report to Headteacher, or other Senior Management

Responsibilities:

The appointment is subject to the current School Teachers Pay and Conditions Document and the required Teacher's Standards and any other current legislation. This job description may be amended following discussion with the Head teacher. It will be reviewed annually.

The functions and specific responsibilities below are to be undertaken in conjunction with the duties of a class teacher as defined in the Teachers' Pay and Conditions Document.

Planning, Teaching and Class management.

- Under the direction of the Head teacher, and other Senior Leaders
- Build effective and strong relationships with pupils
- Create a purposeful, supportive and nurturing learning environment
- Identify clear teaching objectives and specify how they will be taught and addressed
- Set tasks which will challenge pupils and sustain their interest
- Set clear targets building on prior attainment
- Identify and plan for children with special educational needs
- Provide clear structures for lessons, maintaining pace, motivation and challenge
- Make effective use of assessment and ensure coverage of programs of study
- Co-ordinate a curriculum area either individually or as part of a team
- Ensure there are high expectations of children's- work and behaviour.
- Show an awareness of different learning styles and use them in the classroom
- Evaluate own teaching critically to improve effectiveness
- Manage parents and other adults in the classroom

Monitoring, Assessment, Reporting and recording

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Assess and record pupils progress systematically and keep records to check work is understood and completed
- Use knowledge of pupils strength and weaknesses to inform planning
- Prepare and present information to parents in line with school policy
- Mark and monitor pupils work and set targets for progress according to the schools policy
- Take part in feedback to Parents Consultation Evenings ensuring information provided is clear, well prepared and supportive
- Meet with Parents as requested to support the children both academically and emotionally

Review, Induction, Further Training and Development

- Participate in school Performance Management procedures – Growing Great Teachers
- Participate in school self-evaluation
- Complete induction process where appropriate
- Participate in arrangements for CPD to meet needs identified in the school improvement plan and Growing Great Teachers
- Engage in both formal and informal coaching and peer to peer development

Other professional Requirements

- Establish effective working relationships and set a good example through personal and professional conduct
- Ensure every child has equality of opportunity to reach their potential
- Contribute to school life through participation in meetings, educational visits and school PA events as part of directed time.
- Liaise effectively with parents, governors and other stakeholders.
- Ensure that children's health and safety is safeguarded both when they are authorised to be on school premises and when they are engaged in school activities elsewhere.
- Understand child protection procedures and policies and maintain up to date training in this area

Other duties

- Build strong relationships with staff, governors, pupils and parents
- Contribute to whole school vision, values and Christian ethos
- Take responsibility for own professional development
- Contribute to wider life of the school
- Place a high emphasis on the safeguarding and pastoral welfare of all pupils