

Springhallow School

Class Teacher Job Description

Job title	Class Teacher
Salary and grade:	MPS / UPS plus SEN1
Line manager:	Phase leader
Supervisory responsibility:	The postholder will be responsible for the supervision of the work of teaching assistants within their class team

Main purpose of the job:

- To offer all learners an effective education in a stimulating environment, which provides equality of opportunity for all in accordance with pupils' special educational needs
 - To deliver a broad and balanced curriculum relevant to a range of abilities and developmental levels of the pupils in the class, and which employs teaching and learning strategies appropriate for pupils with Autistic Spectrum Disorders (ASD)
 - To work in collaboration and partnership with learners, parents/carers, governors, other staff and multi-agency professionals
 - To be responsible for promoting and safeguarding the welfare of children and young people within the school
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Duties and responsibilities

All teachers are required to carry out the duties of a school teacher as set out in the current *School Teachers Pay and Conditions* document.

Teaching

- Be a positive role model in terms of behaviour, work and attitudes
- Set high standards of work and behaviour in the class and all other areas of the school
- Plan, deliver, assess and evaluate teaching and learning for a designated class of pupils, taking account of the needs of individual learners
- Teach challenging, well organised and creative lessons, using a range of teaching strategies appropriate to pupils with ASD, which meet individual learners' special educational needs
- Work collaboratively with colleagues and other professionals to adapt and modify teaching materials to suit pupils' abilities, maturity levels and learning styles so that pupils are given every opportunity to understand concepts and ideas
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and monitoring learners' progress and levels of attainment
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development, appropriate to the individual pupil's level of understanding
- Prepare and write accurate targets and reports, including IEPs and annual review reports, which can be understood and used by teachers, parents / carers and other professionals

Appraisal

- Participate fully with arrangements made in accordance with the current Appraisal Regulations

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Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well being, refining your approaches where necessary
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or as developed as an outcome of your performance management

Health and well-being

- Establish and maintain a purposeful and safe learning environment for learners, colleagues and yourself
- Manage learners' behaviour constructively by establishing and implementing positive, consistent and non-confrontational approaches to challenging behaviour, in accordance with the school's behaviour management policy
- Raise all concerns regarding the behaviour, progress or welfare/child protection of any learner with the appropriately identified person
- Be responsible for promoting and safeguarding the welfare of children and young people within the school

Team work and collaboration

- Work collaboratively with colleagues, parents/carers and multi-agency professionals to agree effective approaches to each pupil's learning, as well as their personal, social, emotional and physical development
- Participate in any relevant meetings and professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them

Management

- Lead and manage the Teaching Assistants within your class team and facilitate meetings as required
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school

Administration

- Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions* document
- Register the attendance of and supervise learners, before, during or after school sessions as appropriate

Exercise of particular duties

- Undertake any reasonable duties as requested by the Headteacher

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Note

This job description is not your contract of employment nor any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.

Signature of post holder:

Date: / /

Signature of Headteacher:

Date: / /