



## Class Teacher Job Description

**Responsible to / reviewed by:** Headteacher

### Job description last updated:

All teachers are subject to the conditions of employment set out annually in the School Teachers' Pay and Conditions Document (STPCD). This job description reflects the National Professional Standards for Teachers which identifies different expectations of teachers at different stages in their career.

**Teaching and Learning** - To contribute to raising the standard of teaching and learning through:

- Promoting the school's ethos and aims and encouraging a positive attitude to learning
- Use all National and school-based schemes of work, policies and strategies to inform medium and short term planning
- Using a range of Teaching and Learning strategies to engage and challenge children
- Appropriately differentiating activities to meet the needs of all children
- Effectively implementing the school's Teaching and Learning policy

**Classroom Management** - To establish a safe and secure environment which supports learning through:

- Setting high expectations for children's behaviour and following the schools behaviour policy
- Building positive and productive relationships with children and staff
- Ensuring that the classroom environment is bright, stimulating and orderly
- Organising resources to encourage children to become independent learners

**Assessment** - To monitor and track the progress and achievement of all children by:

- Effectively employing assessment for learning strategies to ensure all children's needs are met
- Conducting formative and summative assessments of the children and using them to monitor and track their progress
- Developing and reviewing Individual Education Plans

**In addition all teachers are required by STPCD to be involved in:**

- Advising and co-operating with the Headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements
- Taking any such part as may be required by Grangehurst Primary in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school
- Co-ordinating or managing the work of other staff

**Role of the Subject Leader (if applicable) will include:**

- Reviewing and developing the curriculum policy in the subject;
- Monitoring and evaluating the quality of planning in the subject by other teachers;
- Observing teaching in the subject in order to evaluate strengths and areas for further development, or the impact of school improvement work;
- Evaluating relevant assessment information for individuals, groups or cohorts;
- Suggesting issues in the subject for further development;
- Reviewing and co-ordinating the usage of resources in the subject;
- Providing advice and supporting new staff in the subject;
- Reporting on progress, achievement and standards in the subject to staff, governors or parents;
- Arranging and promoting relevant subject activities to promote pupils' enthusiasm and interest;

This job description will be supported by an annual job plan, which will list the key tasks, responsibilities and outcomes sought from the post holder in the school year. These will be derived from the school improvement plan and other school priorities.

