



SIR ROBERT GEFFERY'S SCHOOL

A School for Enthusiasts

*Where we 'live life in its fullness' (John 10.10)
Knowing that God is our strength and with
His help we will be the best we can*

Class Teacher – Job Description

Class teachers are responsible for promoting high standards of learning and teaching and ensuring that the DFE Teachers' Standards are met.

Undertake all the duties of a qualified teacher as described in the School Teachers' Pay and Conditions Document (STPCD).

General Duties:

- The education and welfare of a class, in accordance with the requirements of the Conditions of Employment for school teachers, having due regard to the requirements of the National Curriculum, the school's aims and objectives, policies of the Governing Body and curriculum guidance.
- To share in the corporate responsibility for the wellbeing and discipline of all pupils.

Teaching and Learning:

- Maintain a focus on raising standards of attainment by setting and achieving appropriate targets for the class, groups and individual pupils and monitoring and evaluating progress in relation to the targets.
- Promote our positive behaviour policy both in the classroom and at all times around the school.
- Be committed to safeguarding and comply fully to all procedures and policies linked to safeguarding
- To provide a stimulating, well organised environment with appropriate learning resources to develop fully the potential of each individual child and to ensure efficient and appropriate storage, organisation and use of resources.
- To provide a broad and balanced programme of learning by implementing all school policy documents and the SRG curriculum, enabling all children to receive their legal entitlement under the NC Foundation Stage Curriculum and Cornwall Agreed Syllabus for Religious Education.
- To prepare weekly/daily lesson plans, liaising with other teachers, Learning Support Assistants and parent helpers as directed and in line with school policy.
- Plan for and provide a differentiated curriculum to support the learning of all pupils.
- Write and review individual education plans/provision maps for pupils on the SEN register.
- To use a range of teaching and learning styles and strategies appropriate to the effective delivery of the planned learning objectives.
- To implement the School's policies for marking, assessment, collection of evidence, moderation and the regular and systematic recording of pupil data.
- Undertake appropriate training and professional development opportunities in line with School Development Plan and performance management requirements.

- Engage with performance management systems in line with school policy.
- Take a full role in staff meetings, discussions and working parties (when required) and to support the development of school policy.
- Actively support the Senior Leadership Team, other teaching staff, support staff and outside agencies.
- Implement the School's Equalities policies.
- Promote positive relationships with all parents, particularly those whose children you teach.
- Take responsibility for improving our practice through appropriate professional development, responding to advice and feedback from colleagues, senior leaders and external advisors.
- Keep parents informed about the progress and development of their children, through written reports, parents' evenings and informal discussions providing supportive and constructive advice as appropriate.
- Make a positive contribution to the wider life and ethos of the school.
- Support and assist, when possible, the PTA in fulfilling its fund raising role.
- Carry out any other duties as may be reasonable requested by the Head Teacher or Governing Body.