

## **Class Teacher: Year 4 Class Teacher**

**JOB DESCRIPTION:** Classroom Teacher

**SCALE:** (0.44) Main Scale

**Curriculum Responsibilities:**

### **GENERAL DUTIES**

1. You will be required to carry out the duties of a teacher as set out in the relevant paragraphs of the current School Teachers' Pay and Conditions (STPC) Document and in accordance with current LA policies and procedures.
2. You will be responsible for the education, welfare and good conduct of pupils in your own lessons and share in the corporate wellbeing and discipline of pupils throughout the school.
3. You will assume responsibility for the organisation and management of your lessons and line manage and supervise non-teaching staff working in your class.
4. Having due regard to the National Curriculum and the school's aims, objectives and schemes of work, you will plan, organise and ensure the implementation of the curriculum.

At all times, you will carry out such duties as are required to fulfil your professional role under the reasonable direction of the Head Teacher (designated Teacher in his absence).

Your professional duties include:

- teaching, planning appropriately to meet the needs of all the pupils, through differentiation of tasks;
- set clear pupil targets, based on prior attainment and assessment, for pupils' learning
- provide a stimulating classroom environment
- keep appropriate and efficient records
- report to parents on the development and progress of pupils
- participate in meetings which relates to the school's curriculum administration or organisation
- communicate and co-operate with outside agencies and organisations
- lead, organise and direct support staff within the classroom
- help to develop and support the SDP and SEF
- participate in the performance management system
- lead extra-curricular clubs
- attend professional development activities.

### **SPECIFIC RESPONSIBILITIES- Dependent on experience**

In addition to your general duties, specific responsibilities for curriculum areas may be allocated according to your strengths and professional aspirations.

**Curriculum responsibilities:** To be discussed

You will:

- be responsible for coordinating the teaching a foundation subject throughout the school and to establish, maintain and monitor a suitable school policy, scheme of work and assessment system.
- oversee the organisation, acquisition and maintenance of appropriate resources, within the allocated budget, for the curriculum areas
- organise an appropriate level of CPD for staff teaching these area and for yourself as subject co-ordinator
- provide advice to staff, governors and others on matters relating to this curriculum area
- promote parental interest and understanding in these areas.

You may also be asked to:

- liaise with other settings as appropriate
- liaise with colleagues in the Bromsgrove Learning Network especially the Hanbury, Finstall and Stoke Prior (HFS) Learning Network
- Develop and maintain links with parents and the wider community.