



Shawclough C.P. School
Thrum Hall Lane. Rochdale. OL12 6DE

Telephone & Fax: 01706 647991
Email office@shawclough.rochdale.sch.uk
Web www.shawclough.rochdale.sch.uk

Shawclough Community Primary School

Job Description – Class Teacher (Suitable for ECT)

1. INTRODCUTION

- 1.1 Job Title:** Class Teacher
- 1.2 Salary Scale:** Teachers Pay scale M1-M6
- 1.3 Working time:** Full time as specified in within the School Teachers' Pay and Conditions Document.
- 1.4 Special Conditions of Service:** All post require satisfactory pre-employment checks including enhanced DBS clearance prior to appointment. From time to time you may be expected to work outside normal working hours to participate in duties that are otherwise not indicated in your job description.
- 1.5 Line Management:** Reporting to – Headteacher/Deputy Head/Assistant Head
Responsible for – Specified Teaching Assistants
- 1.6 Liaising with:** Headteacher, Senior Leadership Team, Teachers, Support Staff, Parents, LEA Representatives, External Agencies

2. Key Function of the role

- 2.1** To implement and deliver appropriate broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school.
- 2.2** To facilitate, support and monitor overall progress and development of pupils within your class.
- 2.3** To foster a learning environment and education experience which provides children with the opportunity to fulfil their individual potential
- 2.4** To share the development of the school curriculum, courses of study, teaching materials, teaching programmes, methods of teaching and assessment and their review.
- 2.5** To support and contribute to the school's responsibility for safeguarding children

3. School Ethos

At Shawclough, we want our children to experience the love of learning, whilst feeling cared for and safe. Whilst enjoying their learning, we want to enable children to become creative thinkers, effective participators, reflective learners, self managers and independent enquirers, whilst learning as part of a team. All the adults in our school, engaging with parents, will try our best to make this happen for every child.

- 3.1** Play a full part in the life of the school community supporting its' distinctive ethos
- 3.2** Actively support the school's policies relating to equality and diversity, inclusion and health. Safety and well being.
- 3.3** Promote the school and celebrate its success at every opportunity.
- 3.4** Follow the Staff Code of Conduct and all Safeguarding advice and guidelines
- 3.5** Perform duties in accordance with the Equal Opportunities Policy

4. Curriculum Planning and Provision

- 4.1** Help develop and maintain a curriculum in line with the National Curriculum and school policy to meet the needs of individual children within your class.
- 4.2** Work with other members member of staff to promote inclusion within the curriculum.
- 4.3** Monitor and evaluate the curriculum and review appropriate planning, assessment record keeping reporting procedures, as and when requested.
- 4.4** Ensure effective use and maintenance of al material teaching resources within your classroom area and working environment and ensure available resources are used effectively to support the curriculum.

5. Teaching and Learning

- 5.1** Produce coherent lesson plans which ensure continuity and progression, take account of the individual needs of the pupils and encourage the development of independent learners.
- 5.2** Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.
- 5.3** Present appropriate demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising levels of attainment.
- 5.4** Develop, maintain and ise resources appropriate to chosen learning objectives.
- 5.5** Ensure the effective deployment of teaching assistant support in the classroom, maintain positive working relationships.
- 5.6** Analyse and evaluate children's learning and assessment to inform future planning and teaching and learning activities.
- 5.7** Create and maintain an orderly, safe, stimulating and informative classroom environment.
- 5.8** Maintain good practice and implement changes according with developments in educational theory and practice.
- 5.9** Seek continuing professional development
- 5.10** Set pupil targets, assess progress and maintain records in accordance with school policy.



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5.11 Work collaboratively with teaching colleagues, sharing good practice.

6. Pastoral Care

- 6.1 Develop positive relationships with all children based on their achievements and promote their general progress and well-being and participation in all aspects of school life.
- 6.2 Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour
- 6.3 Alert Phase lead/ Senior Management of any complex problems experienced by pupils as appropriate, making recommendations as to how they can be resolved.
- 6.4 Ensure a class code of conduct is implemented following appropriate consultation with pupils and relevant staff.
- 6.5 Maintain a system of rewards and sanctions which is understood and appreciated by pupils and parents.

7. Parental Involvement and partnership working

- 7.1 Report appropriately to parents on the needs and progress of their children.
- 7.2 Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns
- 7.3 Contribute to the development of the school's links with the local community and other schools
- 7.4 The ability to converse at ease with customers and service users and provide advice in accurate spoken English is an essential requirement of this post.

8. Performance and professional development

- 8.1 Engage actively with annual performance management review process, in accordance with the school's policy.
- 8.2 Take shared responsibility for your own continuing professional development by participating in a range of appropriate professional development opportunities.
- 8.3 Ensure colleagues receive information on feedback on professional development activities undertaken.
- 8.4 Take an active part in the development of the school including developing specialist areas of interest.

9. Other Responsibilities

- 9.1 Responsibility for the safety and welfare of self, colleagues and students in accordance with the Health and Safety Policies of Shawclough Community Primary School and current legislation
- 9.2 To support the Schools Health and Safety Policy
- 9.3 To safeguard pupils when they are on the premises and when they are engaged in authorised school activities elsewhere.
- 9.4 To Participate in meetings which relate to communication with parents and/or support agencies
- 9.5 To participate in meeting that relate to the school, its curriculum, administration or organisation including pastoral arrangements
- 9.6 To support PTA meetings and functions
- 9.7 To register attendance o pupils and supervise pupils whether these duties are to be performed before, during or after school sessions.
- 9.8 To share responsibility for leading assemblies

Job description prepared by: _____ Date: _____

Post Holder Signature: _____ Date: _____

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year as part of the performance management cycle and may be subject to modification or amendment at any time after consultation with the post holder