JOB DESCRIPTION

CLASS TEACHER

General Duties

As set out in the School Teachers' Pay and Conditions Document

Job Purpose

• To ensure that all children in the class make good progress and achieve their best.

• To engage with the children so that they find learning an enjoyable and challenging experience.

• To support the ethos, aims and policies of the school by being a good professional model in the classroom and in their relationships with colleagues, governors and parents.

Duties and responsibilities:

The following list details the specific duties and responsibilities of the Class Teacher role under the direction of the Headteacher and, where appropriate, other members of the Senior Leadership Team.

- To undertake the full responsibilities of the class teacher within national agreements and to the required standards, ensuring that every child has full access to the whole curriculum.
- Be familiar with the National Curriculum and any other subject areas included within the whole curriculum.
- To plan in accordance with school policy challenging, differentiated learning for all children in the class in order to maintain expected or better rate of progress for all children.
- To assess the children's learning regularly and consistently, maintain records and amend plans in response to assessments.
- To be responsible for development of phonics for the children in class (KS1 only).
- To use a range of teaching strategies to meet the needs of the learner.
- To involve parents in their children's learning through newsletters, regular parents meetings, Sharing Assemblies, reports and informal conversations.
- To maintain an interesting, interactive learning environment that supports the learning and encourages independence in the learner.
- To plan and oversee the work of any other adults working in the classroom i.e. teaching assistants and parental helpers.

- To make all plans, assessments and other information required, available to the Headteacher, subject leaders and SENCo by the specified date.
- To identify children needing extra support for any reason and discuss these children with the SENCo. To write an IEP if necessary, agree it with parents and ensure that it is reviewed regularly.
- Liaise with staff across the school in curriculum development, including long, medium and short term planning, as required.
- Assist with whole school events and host any events involving the class.
- To take an active role in staff meetings and PD days.
- To ensure all pupils are safe by ensuring adherence to the specific requirements of the Safeguarding Policy and Whistleblowing Policy.
- To maintain their own Professional Development and keep abreast of current developments.
- Contribute to consultation with external agencies such as educational psychologists, speech therapists and EWOs, as required by the headteacher.
- Undertake the co-ordination of a specific curriculum subject development responsibility, as and when directed by the headteacher.

Note: The duties and responsibilities of this post may vary from time to time according to the changing demands of the school. The headteacher reserves the right to review and amend the job description in consultation with the post holder.

Line Manager: Key Stage Leader

To Whom Responsible: The Headteacher