LONGWORTH UNDENOMINATIONAL PRIMARY SCHOOL	
Class Teacher Job Description	Date: November 2026

Salary: M1-M6
Contract Type: Full or Part-time
Reporting to: Headteacher

Main Purpose

The Class Teacher is responsible for delivering high-quality teaching and learning, supporting pupil achievement and wellbeing, maintaining effective communication with parents and professionals, and ensuring the safeguarding, health, safety and welfare of all pupils. The postholder will fulfil the professional responsibilities set out in the School Teachers' Pay and Conditions Document and meet the expectations of the Teachers' Standards.

Duties and Responsibilities

Teaching and Pupil Development

- Plan and deliver well-structured lessons in line with the school's curriculum, policies and schemes of work.
- Set high expectations that inspire, motivate and challenge pupils.
- Promote good progress and outcomes for all pupils.
- Demonstrate secure subject and curriculum knowledge.
- Adapt teaching to meet the strengths, interests and needs of individual pupils.
- Assess, monitor, record and report accurately on pupils' learning, progress and achievement.
- Make effective use of assessment to inform teaching and learning.
- Support the development of pupils' knowledge, skills, confidence and independence.
- Participate in arrangements for preparing pupils for statutory and external assessments.

Communication and Pupil Support

- Build positive relationships with pupils, parents and carers.
- Communicate effectively with parents, carers and external agencies as appropriate.
- Identify pupils who may have special educational needs or additional support requirements and work with relevant staff to ensure appropriate provision.
- Consult and collaborate with colleagues, support staff and external professionals to meet pupils' individual needs.
- Contribute to coordinated approaches that support pupil development and wellbeing.
- Develop effective professional relationships with colleagues both within and beyond the school

Whole-School Organisation, Strategy and Development

- Support and promote the school's vision, values and ethos.
- Make a positive contribution to the wider life of the school.

Safeguarding, Health, Safety and Discipline

- Promote and safeguard the welfare of all pupils.
- Work in accordance with statutory safeguarding guidance, including *Keeping Children Safe in Education* and the *Prevent Duty*, and follow all school safeguarding and child protection procedures.
- Work closely with the Designated Safeguarding Lead (DSL) to share concerns and promote pupils' best interests, ensure records are appropriately logged on CPOMs.
- Maintain high standards of behaviour and discipline to ensure a safe and positive learning environment.
- Promote pupil wellbeing and safety at all times.
- Complete risk assessments where required and adhere to established health and safety procedures.
- Follow emergency and evacuation procedures.
- Report hazards, accidents, incidents and near misses promptly in accordance with school procedures.

Professional Development

- Participate fully in the school's appraisal arrangements.
- Engage in professional learning and development to improve teaching and leadership skills.
- Contribute to the professional development and appraisal of colleagues where appropriate.
- Reflect on and improve their own professional practice.

6. Management of Staff and Resources

- Direct and supervise support staff assigned to their classes.
- Use and manage delegated resources effectively to support learning.

7. Personal and Professional Conduct

- Uphold public trust in the teaching profession.
- Maintain the highest standards of professional conduct, ethics and behaviour.
- Support and promote the school's ethos, policies and values.
- Maintain high standards of attendance, punctuality and professionalism.
- Work within statutory frameworks and professional responsibilities at all times.

Additional Information

This job description is intended to illustrate the general duties and responsibilities of the role. It is not an exhaustive list of tasks. The postholder may be required to undertake other duties commensurate with the grade of the post, as directed by the Headteacher.

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Class Teacher Person Specification	Date: November 2026

Essential	Desirable
• Qualified Teacher Status (QTS). • Experience of teaching Key Stage 2. • Secure understanding of the National Curriculum and its application across the primary phase. • An understanding of the teaching of phonics. • Evidence of a commitment to continuing professional development. • Willingness to engage actively in professional learning opportunities. • Ability to plan and deliver sequences of lessons with clear learning objectives and outcomes. • Ability to employ a range of teaching strategies to meet the needs, abilities and attainment levels of all pupils. • Ability to create and maintain a positive learning environment where behaviour supports effective learning. • Ability to provide high-quality feedback that promotes achievement and development. • Ability to build positive and professional relationships with children. • Confident use of ICT to enhance teaching, learning and assessment. • Ability to use assessment information effectively to inform planning and next steps in learning. • Demonstrable evidence of achievement in a current or recent post. • Commitment to equal opportunities and inclusion. • Commitment to safeguarding and promoting the welfare of children. • An understanding of safeguarding policies and procedures and your responsibilities regarding them.	• Experience of working in a small school or mixed-age classes. • A willingness to contribute to the wider life of the school • Knowledge or experience of using the restorative approach to manage behaviour. • Experience of working with children with Special Educational Needs.