

## JOB DESCRIPTION FOR CLASS TEACHER

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| <b>JOB TITLE:</b>         | <b>Class Teacher</b>                      |
| <b>RESPONSIBILITY TO:</b> | <b>Leadership Team and Governing Body</b> |

This job description should be read in conjunction with Part 12 of the STPCD (and annex 1 to the STPCD for post-threshold standards) as well as the QTS professional standards.

### MAIN PURPOSE OF A CLASS TEACHER

- **To support the ethos and core values of the school, both inside and outside the classroom.**
  - ❖ To demonstrate consistently the positive attitudes, values and behaviours which are expected of pupils and staff in school, promoting the school's motto, "Every Child Counts, Every Moment Matters."
  - ❖ To make a positive contribution to the wider life of the school.
- **To plan, implement and deliver a good/outstanding and differentiated curriculum relevant to the age of the pupils that are being taught.**
  - ❖ To ensure that planning, preparation, recording, assessment and reporting meet the varying learning and social needs of all children.
  - ❖ To ensure the effective and efficient deployment of any staff supporting teaching and learning in the classroom.
  - ❖ To teach pupils according to their educational needs.
  - ❖ To assist in the development and review of appropriate syllabuses, resources, schemes of work, policies and teaching strategies within the school.
  - ❖ To implement and follow school policies and procedures as approved by the governors and the senior leadership team.
  - ❖ To be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate.
- **To contribute to raising standards of pupil attainment and promote progress:**
  - ❖ To be accountable for the attainment, progress and outcomes of pupils.
  - ❖ To make accurate and productive use of assessment to secure pupils' progress.
  - ❖ To ensure that all work is marked in a timely fashion in accordance with the school's marking policy.
  - ❖ To give pupils regular feedback orally and through accurate marking and encourage pupils to respond to the feedback, reflect on progress and their emerging needs.
  - ❖ To report to parents on the development, progress and attainment of pupils.
  - ❖ To be aware of pupils' prior knowledge, demonstrating an understanding of how pupils learn; plan teaching and differentiate appropriately to build on these.
  - ❖ To have a clear understanding of the needs of all pupils, including those with special educational needs; to be able to use and evaluate distinctive teaching approaches to engage and support them.
  - ❖ To demonstrate secure subject knowledge in all areas of the curriculum.
- **To promote well-being of every child**

- ❖ To represent the ethos and core values of the school while teaching pupils.
  - ❖ To safeguard pupils' welfare and well-being, raising any concerns in accordance with the school's protocols and procedures.
  - ❖ To provide a safe and supportive learning environment where resources can be accessed appropriately by all pupils.
  - ❖ To organise the classroom, creating displays to encourage a positive learning environment.
  - ❖ To maintain good order and discipline in the classroom, rooted in mutual respect, in accordance with the school's behaviour policy.
  - ❖ To alert the Phase Leader (and/or the SENDCo as necessary) of any persistent or major problems being experienced by pupils and contribute towards a solution.
  - ❖ To maintain an accurate register.
  - ❖ To assess, record and report on the attendance of pupils.
  - ❖ To work with professionals from relevant outside agencies.
  - ❖ To ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles that they are expected to fulfil.
- To undertake the professional duties and responsibilities of a teacher as set out in the current School Teachers' Pay and Conditions document.

**The school is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. Please note an, Enhanced DBS clearance will be required for this post. An online check, using a search engine will be carried out prior to appointment.**