



MONTBELLE PRIMARY SCHOOL

Job Description: Class Teacher

Expectations

The Class Teacher will:

- Take responsibility for a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs,
- Maintain the positive, inclusive ethos and core values of the school, both inside and outside the classroom,
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors,
- Ensure they uphold the responsibilities of the post in a timely way and demonstrate conduct and attitude in line with school policies and ethos.

Duties

The Class Teacher will:

- Implement agreed school policies and guidelines,
- Support initiatives decided by the Headteacher and staff,
- Plan appropriately to meet the needs of all pupils, through appropriate variation and scaffolding of tasks,
- Set clear targets, based on prior attainment, for pupils' learning, communicating these to support staff, parents and carers as appropriate,
- Provide an inclusive, stimulating and relevant classroom environment, where resources can be accessed appropriately by all pupils,
- Keep appropriate and efficient records, integrating formative and summative assessment into planning,
- Communicate effectively with parents, reporting on the development, progress and attainment of pupils,
- Maintain and support high expectations of good behaviour for all pupils, in accordance with the school's behaviour policy,
- Communicate and co-operate with specialists from outside agencies,
- Lead, organise and direct support staff within the classroom,
- Support the wider curriculum through leading a subject for which release time is given,
- Make effective use of all available physical and human resources,
- Participate in the performance management system for the appraisal of their own performance,
- Carry out any other role (within expected parameters for the role of Class Teacher) at the request of the Headteacher.

Updated April 2023