

Job Description – Class Teacher

Job Purpose:

To establish effective and motivating learning opportunities which allow children to fulfil and exceed their learning potential.

Working Hours: Part Time

Key Responsibilities:

- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school, and in line with the school vision and values.
- To facilitate, support and monitor the overall progress and development of all the pupils.
- To foster a stimulating and creative learning environment and educational experience, which provides pupil with the opportunity to fulfil their individual potential, develop a growth mindset, and is conducive to the good management of teaching and learning.
- To share in the development of the school vision and ethos, as well as curriculum, courses and study, teaching materials, teaching programmes, methods of teaching and assessment.
- To promote and contribute towards the achievement of the school vision, culture and ethos.
- To promote the 7 Learning Powers ensuring these are integrated into the learning environment.
- To support and contribute to the school's responsibility for safeguarding children and have high regard for children's health and safety.

Responsible for

- Directing and supervising the work of Teaching Assistants.
- Co-operation and liaison with other professionals, including fellow staff and colleagues from external agencies (for example, Specialist teachers from the LA support services, health professionals and social workers).

Generic Responsibilities

- Teach pupils in their assigned group according to their educational needs, including the setting and marking of work to be carried out by the pupils in school and elsewhere.
- To assess, record and report on the attendance, progress, development and attainment of all pupils and keep such records as are required by the school's systems and policies.
- To ensure a high quality learning experience for pupils, which meets internal and external quality standards.
- To use a variety of delivery methods appropriate to pupils' learning styles and the varying demands of the curriculum.
- To provide a positive, conducive and safe learning environment, encouraging high standards in punctuality, presentation of work and relationships.
- To support the school's special needs policy on inclusion and to assist in the identification and teaching of children with special needs within the class.
- To set high expectations for pupils' behaviour and maintain a high standard of discipline through well-focused teaching, fostering positive relationships and implementing the school's behaviour policy.

In accordance with the 2009 Teachers' Pay and Conditions Document there is a requirement for all teachers to contribute to the development of the school curriculum, teaching methods and their review.

The tasks expected of the Class Teacher may include the following according to the school's approach and in combination with dedicated time to address some of the tasks.

- To actively pursue own personal and professional development.
- To be responsible for the co-operation of an area(s) of the school curriculum, including ensuring a relevant and appropriate curriculum policy is produced and reviewed, according to the school's schedule, and is complimented by associated schemes of work.
- To monitor and evaluate learning within the curriculum area(s) in line with the school's monitoring cycle. (This may include observation or use other approaches, work sampling, planning, review etc).
- To advise and support other members of staff on the content and delivery of the curriculum area(s).
- To identify and secure provision of appropriate in-service professional development in relation to the curriculum area, with the support of the Headteacher.
- To contribute to the formulation and evaluation of the school's assessment practice in relation to the area(s) of the curriculum for which lead responsibility is held.
- To support and adhere to the school's quality assurance procedures.
- To communicate effectively with parents of pupils and with persons or bodies outside the school who are concerned with the welfare of pupils, after consultation with appropriate staff.
- To contribute to the PSHCE development of all pupils.
- To actively engage in performance management.
- To contribute to the formulation and implementation of the School Improvement Plan and associated action plans, as appropriate.
- To play a full part in the life of the school community, and support its ethos.
- To follow and actively promote the school's policies.
- To comply with health and safety policy and undertake risk assessments as appropriate.