



**Stonesfield Primary School**  
Learning together to achieve our best

## **Job Description For Classroom Teacher (Primary)**

**Post: KS1 Part-time class teacher**

**Responsible to: Headteacher**

### **Introduction**

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; and the Headteacher will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description. Other relevant policies may be the County Council's Stress at Work Policy and the Dignity at Work Policy.

### **General Duties**

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation. Specifically for the year 2022-23:

### **Teaching**

- Teaching a broad, balanced curriculum to pupils in a Year 1/2 class;
- Plan and teach lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils
- Maintain good order and discipline among pupils.
- Having regard to the curriculum for the school, and with a view to promoting the development of the abilities and aptitudes of the pupils in any class or group assigned;
- Contribute to a safe, caring, positive and stimulating environment where children can learn and develop happily;
- Identify and support children who may be in need of extra help or who are suffering, or are likely to suffer significant harm. All staff have a responsibility to take appropriate action, sharing concerns with a Designated Safeguarding Lead and working with services as needed.
- Promote the social, physical and moral development of the individual child free from discrimination or bullying.
- In circumstances that are not foreseeable, supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.
- Direct and supervise support staff assigned to them and, where appropriate, other teachers

### Additional responsibilities

- Participate in arrangements for the appraisal and review of their own performance;
- Participate in arrangements for their own further training and professional development;
- Collaborate and work with colleagues and other relevant professionals within and beyond the school;
- Take on the responsibility of a subject leadership.

### General Responsibilities

- Take appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies; including taking responsibility for raising concerns with an appropriate manager;
- At all times model the expected behaviours and values of staff outlined in The Stonesfield Way (see below).



Stonesfield Primary School has a warm, nurturing atmosphere where ambitious expectations and high standards are set for all. We empower our pupils to succeed on life's journey by developing a life-long love of learning where confident and resilient children become active citizens who look after our planet. We are inclusive, we celebrate individuals and we promote respect of ourselves, others and our locality. We value the wellbeing of our staff and pupils and promote good physical and mental health.

### Class teacher

Signed: \_\_\_\_\_ Print name: \_\_\_\_\_ Date: \_\_\_\_\_

### Headteacher

Signed: \_\_\_\_\_ Print name: \_\_\_\_\_ Date: \_\_\_\_\_