



## Job Description

The information contained below is to help staff understand and appreciate the work content of their post and the role they are to play in the operation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings may therefore have been used, in which case all the usual associated duties are included in this job description.

<b>Job Title</b>	<b>Classroom Teacher</b>
<b>Reporting To</b>	<b>Deputy Headteacher / Executive Headteacher</b>
<b>Main Purpose of Job</b>	<p>To carry out the professional duties of a school teacher and to play a role in the school team.</p> <p>To facilitate and encourage learning which enables pupils to achieve high standards.</p> <p>To share and support the corporate responsibility for the well-being, education and discipline of all pupils.</p>
<b>Key responsibilities:</b>	
<ul style="list-style-type: none"><li>• Modelling the highest standards of personal and professional conduct</li><li>• Demonstrating the highest standards of teaching, learning and behaviour management as a class teacher</li><li>• Developing high quality, safe and stimulating learning environments</li><li>• Promoting and actively engaging with our positive ethos and school values, both inside and outside of the classroom</li><li>• Setting high expectations that inspire, challenge and motivate pupils</li></ul>	
<b>Main Duties:</b>	
<ul style="list-style-type: none"><li>• To undertake those professional duties of a teacher</li><li>• To be responsible for either a class or group of children and through good practice set standards, putting the school's aims into practice on a day-to-day basis</li><li>• To plan and prepare lessons for a class or group of children which reflect a balanced curriculum</li><li>• To identify the needs of groups of children and ensure they are met in the curriculum, e.g. SEND</li><li>• To assess, record and report on the development, progress and attainment of children</li><li>• To establish a safe and purposeful work environment</li><li>• To be part of an effective school team, promoting learning and teaching under the overall direction of the Executive Headteacher</li><li>• To liaise with other member of staff, organisations and networks relevant to the school, parents, governors and the local community</li><li>• To ensure the good conduct and behaviour of all the children and assist in promoting good order in school</li><li>• To take responsibility for their own professional development and undertake relevant CPD</li><li>• To ensure that targets are set for the class, groups and individuals and these targets are reviewed on a regular basis</li><li>• To give appropriate and timely feedback to children in line with school policies and procedures</li><li>• To embrace and remain up to date with current educational practice and local and national initiatives</li><li>• To encourage pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere and listen attentively</li><li>• To use professional skills and judgement in the key stage team, establishing working relationships and setting a good example through their presentation and personal and professional conduct</li><li>• To contribute to the assessment, monitoring and evaluation of the work done in school</li><li>• To lead a foundation subject across the school, ensuring the highest possible outcomes for all children</li></ul>	

**All employees have the responsibility to:**

- Ensure any documentation produced is to a high standard and is in line with the brand style
- Be aware and comply with all policies and procedures relating to safeguarding, child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person
- Participate in training and other learning activities as required
- Participate in the school Performance Management process
- Provide appropriate guidance and supervision and assist in the training and development of staff as appropriate
- To promote the area of responsibility within the school and beyond
- To represent the school at events as appropriate
- To support and promote the school ethos
- To undertake any other duties and responsibilities as required that are covered by the general scope of the post
- To undertake any other reasonable duties at the request of the Chief Executive Officer or Executive Headteacher

*The job description will be updated where appropriate in consultation with the post-holder.*