

JOB DESCRIPTION

Post Title:	CLASS TEACHER
School:	St Joseph the Worker Catholic Primary School
<p>The Professional duties of teachers, (other than the Headteacher) are set out in the School Teachers pay & Conditions Document and describe the duties required of all teachers. In addition, the specific requirements of the post of classroom teacher, along with the particular duties expected of the post holder have been set out below:</p>	
Purpose:	<p>Responsibility for a class Co-ordinating activities relating to a subject area or areas, to include:</p> <ul style="list-style-type: none"> • Developing, monitoring, reviewing, evaluating effectiveness of and reporting on policy, action plans and practice • Planning and managing associated resources/teaching materials, teaching programmes, courses of study, methods of teaching and assessment • Giving guidance, support and encouragement to staff and leading in-service development sessions
Responsible to:	Headteacher/Deputy Headteacher
Responsible for:	Class and subject(s) leadership
Scope:	Classroom teacher Subject(s) Co-ordination
Salary/Grade:	Main Scale
<p>MAIN (CORE) DUTIES</p> <ul style="list-style-type: none"> • Teaching all areas of the primary curriculum • Taking responsibility for the progress of a class of primary age pupils • Organising the classroom and learning resources to create a positive learning environment • Planning, preparing and presenting lessons that cater for the needs of the whole ability range within their class • Motivating pupils with enthusiastic, imaginative presentation • Maintaining discipline in accordance with the school's policy and procedures • Preparing and marking to facilitate positive pupil development • Meeting requirements for the assessment and recording of pupils' development • Providing feedback to parents on a pupil's progress at parents' evenings and other meetings • Co-ordinating activities and resources within a specific area of the curriculum, and supporting colleagues in the delivery of this specialist area • Working with others to plan and co-ordinate work • Staying up to date with changes and developments in the structure of the curriculum • Taking part in school events and activities which take place outside the school day • Liaising with colleagues and working flexibly • Working with parents and governors to maximise their involvement in the school and the development of resources for the school • Teach, model and support the values and ethos of the school 	
<p>GENERAL</p> <ul style="list-style-type: none"> • To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager. • To comply with individual responsibilities in accordance with the role, for health and safety in the workplace • Ensure that all duties and services provided are in accordance with the School's Equal Opportunities Policy • The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment • The duties above are neither exclusive nor exhaustive and the post holder may be required by the Headteacher to carry out appropriate duties within the context of the job, skills and grade. 	