



Class teacher – Job Description

We aspire to grow as a community through FAITH as a FAMILY. Thriving for all our FUTURES enabling us to FLOURISH

St Mary's Farnham Royal C of E Primary School is committed to safeguarding and promoting the welfare of all pupils under its care and requires all employees to play an active role in carrying out their roles and responsibilities with this in mind. The school's Child Protection Policy follows the model set out by the local authority responsible for schools in Buckinghamshire and subscribes to the same authority's whistle blowing policy. All members of staff are expected to comply with the policies outlined and are required to hold an up to date CRB certificate / List 99 check in order to start or continue their employment with the school.

All SMFR Staff are expected to display the following in line with the school ethos & vision:

SMFR Focus: To equip children well for the future

Core Purpose: To fill the world with happy, confident, well-mannered proud community members who have high standards and are respectful of Christian values and of others differences

Characteristics:

- Compassionate
- Nurturing
- Supportive
- Versatile
- Professional
- Approachable
- Secure
- Motivating
- Friendly
- Caring
- Non-Judgemental
- Wise
- Respectful
- Dignified
- Honest
- Resilient

Staff will:

- Respect everyone
- Be a role model
- Listen & Adapt
- Apply the SMFR Curriculum
- Support
- Give time
- Be transparent
- Know our children
- Keep up to date
- Provide consistency
- Listen to voice of children
- Problem solve
- Communicate
- Apply the Gem Project
- Adapt to needs
- Provide safety
- Think creatively
- Keep children safe
- Differentiate
- Provide opportunities
- Work in partnership
- Draw on skills
- Work as a community
- Value Mental Health & Well Being
- Learn from mistakes
- Be resilient
- Promote a love of learning
- Value personal development

Class Teacher Role

To take overall responsibility for a class / teaching group of children as designated by the Headteacher and to promote the highest standards of learning through high quality and inspired teaching so that all flourish in academic, life, social, & emotional skills pupils. This is in accordance with, school policies, national Teacher Standards, the SMFR progress in Teachers Standards & local & national guidance.



Main Areas of Responsibility

1. The safety and welfare of all pupils within the school
2. Upholding the school's Christian values through the curriculum and conduct in school
3. Provide a learning environment that promotes independent learners and well motivated pupils
4. Planning, teaching and class management, including behaviour, which is consistently good or better
5. Deliver the SMF curriculum
6. To be accountable for monitoring, assessment, recording and reporting of pupils work and progress
7. Liaising with colleagues and parents

Key Tasks and Duties

1. Adhere to all school policies and procedures and specific health and safety requirements
2. Planning and teaching lessons according to the National Curriculum and agreed curriculum of the school that identify clear objectives and content and differentiate work according to the needs of the children.
3. To assess and monitor children's work, keeping effective records of progress and reporting this to all relevant parties, including parents, in an appropriate format
4. Having a secure knowledge of the National Literacy and Numeracy strategies & guidance
5. Submitting termly, or half termly, and weekly plans for monitoring
6. Liaison with other teaching staff, support staff, parents and other agencies associated with the school
7. Day to day responsibility for a caring, well ordered and disciplined classroom environment
8. Responsibility for the registration of pupils and management of other administrative matters relating to the class
9. Setting and marking homework within the framework of the school's agreed policy
10. Attending weekly Staff Meetings and Parent Meetings and Consultations as required
11. Fulfilling supervisory duties as required
12. Have a working knowledge of teachers' professional duties as set out in teachers Standards document, and schools Progression in Teachers standards document
13. To fulfil the requirements of the school's performance management programme and take an active role in own professional development
14. Understand teachers' legal liabilities and responsibilities in relation to:
 - Race relations
 - Sex discrimination
 - Health and safety at work
 - Child protection and welfare
 - Physical contact with pupils (including guidelines for restraint)
 - GDPR
15. Establish effective working relationships with professional colleagues
16. Set a good example to pupils through presentation, personal and professional conduct
17. To work in partnership with the school's governing body
18. Contribute to school life & the community

Class teachers Signature:

Headteacher:

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