



Archdiocese of Birmingham  
**Diocesan Education Service**



**The Rosary Catholic Primary School  
Part of St Teresa of Calcutta MAC**

**“Jesus Christ, Son of Mary, Son of God is the centre of the Rosary Community where we live, love and learn together.”**

**Class Teacher**

The Rosary School was founded by and is part of the Catholic Church. It is one of the formal mechanisms through which the Church’s educative mission is fulfilled and is to be conducted as a Catholic school in accordance with the canon law and teachings of the Roman Catholic Church, and in accordance with the Trust Deed of the Archdiocese of Birmingham.

**The prime purpose of the class teacher’s role** is to work with the head teacher and governing body by:

- i) Ensuring you provide the highest possible standards of teaching, learning, spiritual and moral development of the pupils in your charge.
- ii) Ensuring that at all times the activities for which you are responsible adhere to the mission statement and aims of the school and serve as a witness to the Catholic faith in our Lord Jesus Christ.
- iii) Helping to develop the school as a catechetical and educational community

**The general duties and responsibilities of the role are:**

- i) To carry out the statutory tasks as laid down in the current School Teachers’ Pay and Conditions of Service Document in the light of the procedures and guidelines adopted by the governing body.
- ii) To meet the teachers’ standards
- iii) To contribute to the Catholic life of the school community, rooted in the Eucharistic community it serves
- iv) To support and develop school policies and promote high levels of achievement.
- v) To keep up to date with the requirements of the curriculum and national guidelines

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## Classroom Practice

To be responsible for the day-to-day management and teaching of his/her class

- i. Ensure the highest possible quality learning environment in the classroom which reflects the Catholic nature of the school as laid out in the school's Mission statement.
- ii. Ensure that all teaching and learning is conducted in an atmosphere of affirmation, encouragement, realistic challenge and sensitive reflection. In our discussion with pupils demonstrate positivity so that children learn what we expect of them in any situation.
- iii. Affirm and encourage parents in their role as the first educators of their children and ensure effective communication with parents is maintained. Model courteous and polite behaviour at all times.
- iv. Access and record each pupil's progress systematically in line with current school procedures and use the results to inform planning
- v. Mark and monitor class work and homework, providing constructive feedback and set targets for further progress.
- vi. Periodically, positively evaluate your own teaching to consolidate strengths and improve effectiveness when appropriate
- vii. Promote the safety and well-being of pupils maintaining good order and discipline. Ensure guidance and procedures from Keeping Children Safe in Education are adhered to and school procedures regarding safeguarding are followed.
- viii. To be responsible for the specific areas of the school in relation to health and safety issues and report any concerns to the head teacher or deputy head teacher.

## Other Professional Requirements

- i) Establish and maintain effective working relationships with professional colleagues, acknowledging the need for mutual support
- ii) Participate as required in meetings with professional colleagues and parents in respect of the duties and responsibilities of your post
- iii) Take responsibility for your own professional development and on-going formation
- iv) Have a secure knowledge and understanding of the subjects taught in line with national expectations as outlined in the National Curriculum/EYFS documentation.

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- v) Have a secure knowledge and understanding of Religious Education and the Diocesan programme 'Learning and Growing as the People of God.'
- vi) Be familiar with all school policies including child protection procedures, health and safety policies and current SEND codes of practice
- vii) Understand how pupils' learning is affected by their physical, intellectual, emotional and social development.
- viii) Endeavor to retain a healthy balance in your professional and personal life

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