



English Martyrs Catholic Primary School

Job Description for the post of Class Teacher

All teachers are subject to the School Teachers' Pay and Conditions Document, which is available from the School Office. This job description will be agreed with the post holder upon the commencement of their employment and will be reviewed on an annual basis. The post holder will be responsible to the Head Teacher.

The post holder will work in partnership with the whole school family to secure the very best learning opportunities for all the children in their class. Essential to the role is an active support of, and commitment to, the school's Vision Statement and supporting the school's Catholic ethos.

Objectives

- To ensure that all children make progress commensurate with their ability, national expectations and prior performance
- To ensure the aims and vision of the school are central to their practice, and be proactive in contributing to the developing ethos of the school by participating in reviews of practice and policies
- To enable all children to fulfil their potential and thus raise standards
- To promote a dynamic learning environment, which encourages the enjoyment of learning

Main tasks, duties and accountabilities

- Consistently deliver good quality-first teaching
- Plan, deliver and assess short, medium and long-term lessons to achieve progression through:
 - The identification of clear learning objectives and content
 - Setting tasks which challenge pupils, and ensure high levels of pupil interest
 - Setting appropriate and demanding expectations and targets for pupils' learning, building on prior attainment
 - The identification of vulnerable children and meet their additional needs
- Ensure effective teaching of whole classes, groups and individuals within the class setting by using teaching methods which sustain the momentum of children's work and keep all children engaged in their learning
- Stimulate intellectual curiosity; communicate enthusiasm for the subjects being taught, fostering children's enthusiasm and maintaining children's motivation
- Set high expectations of behaviour in keeping with school expectations
- Create and maintain a well organised and stimulating classroom where children feel confident and safe
- Committed to ensuring that every child is given the opportunity to achieve their potential and meet the high expectations set for them
- Make effective use of ICT and new technologies and to promote the quality of teaching and learning

- Implement the guidelines developed by the subject leaders with reference to the National Curriculum, the school curriculum and any new initiatives.
- Contribute to developing and reviewing schemes of work and teaching strategies across the curriculum
- Promote and plan for the academic, spiritual, social, moral and cultural development of all children
- Organise events, to inspire and encourage enjoyment of all aspects of the curriculum
- Establish, organise and maintain appropriate teaching and learning resources and ensure their effective use
- Set an exemplary standard of practice and professionalism

Assessment and Reporting

- To keep and maintain individual records of children's progress and attainment, and report achievement in line with school policy (every term) and statutory requirements
- Provide detailed information about teaching and learning outcomes for the Leadership team, governors and parents as required
- Liaise effectively with children's parents/carers through informative oral and written reports on progress and achievements. Ensure discussion includes targets, and develop strategies to involve them in supporting their children's learning, behaviour and progress

Developing self and working with others

- Take responsibility for their own professional development, setting objectives for improvement.
- Keeping up to date with research and developments in education
- Liaise with subject leaders and teachers across the school to provide a coherent education ensuring continuity and progression
- Manage, consult and plan with support staff, supply teachers and outside agencies as appropriate
- To participate in meetings which relate to the school curriculum and administration or organisation of the school, including pastoral arrangements
- Ensure all staff, including admin, SENCO and support staff, are well informed about class activities, and that cohort information is published within timeframes given in order to enable them to carry out their roles effectively