

St Mary's Catholic Federation, Carshalton



Executive Headteacher Mrs S Hulme

Executive Deputy Headteacher Infant School - Mrs M Quinn

Executive Deputy Headteacher Junior School - Mrs M Kenny

JOB DESCRIPTION FOR CLASS TEACHERS

Job Purpose

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Executive Headteacher. To support and uphold the Catholic ethos of the schools. To secure and sustain effective learning of the relevant subjects for individuals, groups and classes. Deliver outstanding teaching, assess pupils' achievement and set targets for improvement

Areas of Responsibility and Key Tasks

- Responsibility for the teaching and learning of pupils following school policy and National Curriculum requirements to set clear targets for improvement of pupils' achievement
- Planning and implementing an effective curriculum appropriate to the needs of the pupils in the class, making use of relevant information.
- Being able to monitor and assess children's progress and plan accordingly to ensure appropriate progress is made in all groups of pupils.
- Being responsible for supporting independent learning in the classroom and by delivering the relevant teaching strategies.
- Using and maintaining stimulating resources within the class and school. Ensure that resources are organised and readily available to promote purposeful teaching and learning. Teach children to take responsibility for the resources and the environment.
- Take responsibility for own personal professional development, setting objectives for improvement, keep up to date with research and developments in pedagogy and in the subjects taught ensuring all the needs of children are met.
- Support, deploy, develop and monitor the work of Learning Support Assistants/Teaching Assistants and other adults within the classroom.

- Providing a role model for good conduct and maintaining positive behaviour amongst children within the school
- Work as a member of a team, planning cooperatively, sharing information, ideas and expertise.
- Being able to communicate and work with parents on children's progress and needs
- Contribute to the whole school's planning activities and where relevant lead a curriculum area. (ECT's shadow a curriculum area)
- Organising or helping with an extracurricular activity
- Undertaking other duties as may be reasonably expected by the Executive Headteacher or Governors.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

Safeguarding Statement

The post holder's responsibility for promoting and safeguarding the welfare of children and young people for whom s/he comes into contact will be to adhere to and ensure compliance with the school's Safeguarding /Child Protection Policy Statement at all times. If, in the course of carrying out the duties of the post the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school s/he must report any concerns to the Designated Child Protection Officer.

This job description forms part of the contract of employment of the person appointed to the post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the current conditions of employment in the School

Successful candidates will be required to undergo an Enhanced DBS check as part of pre-employment formalities.