**Job Title: Class Teacher**

**Scale:** Main scale

**Responsible to:** The Head teacher and the Governors of the school

**1. Relationships:**

1. Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals.
2. Take responsibility for a class of children determined on an annual basis by the Head teacher and in accordance with the duties listed below.
3. Work closely and effectively with colleagues in the Middle and Senior Leadership Teams.
4. To carry out the professional duties covered by the latest School Teachers’ Pay and Conditions Document. The post holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.

**2. As a Class Teacher:**

The Class Teacher will:

1. Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
2. Maintain the positive ethos and core values of the school, both inside and outside the classroom;
3. Promote the schools aims and ethos in the staff code of conduct.
4. Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
5. Implement agreed school policies and guidelines;
6. Support initiatives decided by the Head teacher and staff;
7. Plan appropriately to meet the needs of all pupils, through differentiation of tasks;
8. Be able to set clear targets, based on prior attainment, for pupils’ learning;
9. Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
10. Keep appropriate and efficient records, integrating formative and summative assessment into planning;
11. Work with school leaders to track the progress of individual children and intervene where pupils are not making progress;
12. Report to parents on the development, progress and attainment of pupils;
13. Promote the school’s code of conduct amongst pupils, in accordance with the school's behaviour policy;
14. Participate in meetings which relate to the school's management, moderation, curriculum, administration or organisation;
15. Lead and organise a subject area following the subject leader policy,
16. Communicate and co-operate with specialists from outside agencies;
17. Lead, organise and direct support staff within the classroom;
18. Participate in the performance management system for the appraisal of their own performance, or that of other staff.
19. To ensure communication with parents and updating if necessary the E- Newsletter and Twitter.
20. To ensure completion of mandatory training.

Name of Post holder

Date

Signature of Post holder