



Our Lady of Mount Carmel First School Academy

Job Description

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| Post Title: | Class Teacher |
| Line Manager/s: | Key Stage Leader, Senior Management Team |
| Supervisory Responsibility: | The post holder may be responsible for the deployment and supervision of the work of teaching assistants relevant to their responsibilities. |

Purpose:

- To support and promote the Catholic ethos of the school
- To act within the statutory frameworks, which set out professional duties and responsibilities, and in line with the duties outlined in the current schoolteachers' pay and conditions document and teacher standards (2012)
- To implement and deliver an appropriately broad, balanced and relevant curriculum for pupils
- To be responsible for the learning and achievement of all pupils in the class ensuring that every child has the opportunity to make good progress
- To treat all pupils with dignity and build relationships based on mutual respect
- To work pro-actively and effectively in partnership with learners, parents/carers, academy representatives, other staff and external agencies in the best interests of pupils
- To take responsibility for promoting and safeguarding the welfare of children and young people within the school enabling opportunities for personal and academic growth

Duties and Responsibilities:

Teachers' performance will be assessed against the teacher standards as part of the appraisal process as relevant to their role in the school.

Teaching:

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be accountable for the attainment, progress and outcomes of pupils' you teach
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and differentiate appropriately to build on these demonstrating knowledge and understanding of how pupils learn
- Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy. If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics and correct pronunciation
- Make accurate and productive use of assessment to inform planning and secure pupils' progress

- Give pupils regular feedback, in line with marking policy, encouraging pupils to respond to the feedback, reflect on progress and enabling them to identify next steps in their learning
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired as appropriate

Behaviour and Safety:

- Promote the school's Catholic ethos and Gospel values within the school and wider community
- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and promote positive behaviour in line with the school behaviour policy
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Be a positive role model and demonstrate consistently the Gospel values and the school's ethos and expectations for behaviour
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school procedures in line with the safeguarding policy

Communication and Collaboration:

- Participate in any relevant meetings/professional development opportunities at the school and within the MAC, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- To develop professional working relationships and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies

Fulfilling Wider Professional Responsibilities:

- To play a full part in the life of the school community, to support its distinctive Catholic mission and ethos and to encourage staff and pupils to follow this example
- If UPS, take on responsibilities relevant to their pay scale in terms of ensuring development of provision across the school

Professional Development:

- To take part in the school's staff development programme by participating in arrangements for further training and professional development
- To continue personal development in the relevant areas including subject knowledge and teaching methods
- To engage in the staff appraisal review process

Other:

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the Key Stage Leader/Headteacher

This job description is current at the date shown, but following consultation with you, may be changed by the Head teacher to reflect or anticipate changes in the job which are commensurate with the salary and job title.

The MAC reserves the right to require you to work at such other place or places as it may reasonably require from time to time subject to the provision of reasonable notice