



Strand on the Green Junior School – Job Description Class teacher

Spirited • Scholarly • Supportive

Job title: Class teacher

Salary and grade: MPS (commensurate with experience)

School: Strand on the Green Junior School

Line manager: Assistant head

Supervisory responsibility: The supervision of the work of class-based support staff

Main Purpose:

- To be an excellent classroom practitioner.
- To teach engaging and effective lessons which motivate and challenge.
- To work with the staff to ensure a high standard of provision for all Strand children.
- To effectively manage additional adults ensuring a calm and purposeful classroom environment.
- To build strong links with pupils and their families.
- To effectively support pupils in developing independence
- To work with schools, parents, Local Authorities and key agencies to ensure effective and successful inclusion of pupils at Strand Schools.
- To be responsible for promoting and safeguarding the welfare of children at Strand
- To undertake other tasks or responsibilities as required by the Head teacher.

In addition carry out the duties of a class teacher as outlined in the School Teacher's Pay and Conditions Document, Cover Teachers will be expected to carry out the following where appropriate:

Main Activities:

- Have high expectations for all children
- Welcome children from Swan Center; liaise with colleagues ensuring the curriculum is adjusted
- Teach classes across the school to cover absence or provide release time for staff
- Work closely with AHT and YTL's to ensure you are prepared for the days teaching
- Give appropriate encouragement and rewards to motivate the children you are teaching
- Establish clear behaviour boundaries, invoking appropriate sanctions as per school systems
- Ensure the safety of the children in your care, doing any necessary risk assessments when required
- Be watchful for child protection/safeguarding issues and inform the DSL immediately of any concerns
- Liaise with colleagues inside and outside of school to ensure the educational and pastoral care of the children. In particular, to keep the SENDCo informed of any relevant issues.
- Regularly mark the children's work and homework in accordance with the school's marking policy.
- Undertake record keeping and assessment in accordance with the school's policy.
- Attend parent consultation meetings (if acting as CT) and welcome parents on Open Days.
- If acting as CT, attend regular progress meetings with the head teacher and/or SENDCo to discuss the needs of individual children and contribute to the plan, do, review cycle.
- Take care of the classroom environment and resources and ensure that your children do the same.
- Look after your laptop (ie transport and store safely, report faults promptly, protect from viruses etc).
- Be available for duty by 8.30 am until 3.45pm except for the agreed lunchtime period. Be available for five minutes at the beginning and end of lunchtime.
- Be prepared to answer any emergency calls during lunchtimes.



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- Undertake playground duties and wet break supervision in accordance with the schools guidance.
- Welcome and supervise children on the rare occurrence of a class split.
- Attend school and staff development (SSD) meetings if relevant.
- Keep informed of events by referring to the white board in the staff room and the Staff Handbook.
- Regularly check and update the electronic diary.
- Regularly check and clear your pigeon-hole.

From time to time, undertake additional duties at the reasonable request of the head teacher.

RW (November 2021)