

# High Ash CE School

## KS1 / KS2 Class Teacher Job Description

<b>Name:</b>	
<b>Salary and grade:</b>	Standard national scale in line with the current <i>School Teachers' Pay and Conditions</i> document
<b>Line manager:</b>	To be determined
<b>Supervisory responsibility:</b>	The postholder will be responsible for the supervision of the work of teaching assistants.
<b>Curriculum Leader:</b>	To be determined

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### Main purpose of the job:

- To work in close partnership with the Headteacher, Deputy, Staff, Governors, Parents and External Agencies following agreed whole school policies and promoting the school ethos and Christian Values
  - To ensure the highest possible quality of education, range of educational opportunities and standards of attainment which provides equality of opportunity for all
  - To encourage and support relationships and positive liaison with parents and the local community
  - To be responsible for promoting and safeguarding the welfare of children and young people within the school
  - To prepare to lead areas of the curriculum [n/a for those undertaking NQT year]
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### Duties and responsibilities

All teachers are required to carry out the duties of a class teacher as set out in the current *School Teachers Pay and Conditions* document and fulfilling all Teachers Standards.

### Teaching

- Meet expectations of teaching at appropriate Career Level Profile
- Be a positive role model in terms of behaviour, work and attitudes, setting high expectations
- Support new ideas and developments in the curriculum and teaching methods in line with whole school policy
- Plan and teach programmes of work which accord with the National Curriculum and the school policies in conjunction with colleagues in the same Key Stage, ensuring progression across the age and ability range taught meets the needs of individual learners. Submit a plan of work on a termly basis, and provide weekly plans evaluating as appropriate
- Teach challenging, well organised lessons, using an appropriate range of teaching strategies which meet individual learners
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development
- Observe, assess, monitor and record the progress and attainment of all the children in the class / group and other groups who may be taught from time to time. Provide or contribute to oral and written assessments, reports and references relating to individual pupils or groups of pupils
- Participation in National Curriculum Assessment procedures including moderation
- Ensuring a safe, orderly, well maintained and attractive school environment
- Be committed to supporting extra-curricular activities

### Development of Whole Child

- Ensure the care and well-being of all children in an environment in which each child is valued

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- Monitor and record pastoral aspects of the children's development
- Maintain good order and promote positive behaviour and attitudes among children
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, including raising all concerns

### Professional development

- Participate fully with arrangements made in accordance with the revised Performance Management Regulations 2012
- Regularly review the effectiveness of your teaching and assessment procedures and their impact on pupils' progress, attainment and well-being, refining your approaches where necessary
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school, keeping abreast with current thinking and sharing with other staff all significant developments
- Be fully conversant and compliant with the school's procedures and policies, including Health and Safety

### Communication

- Maintain a positive ethos which reflects the philosophy of the school
- Work collaboratively within teams, contributing effectively to the development of the school
- Liaise with all stakeholders as necessary and participate in meetings as arranged
- Foster excellent relationships and encourage the involvement and support of parents, governors, community and other agencies

### Health and Safety

- Be aware of the responsibility for your own personal Health and Safety and Welfare and that of others
- Promote positive attitudes towards Health and Safety

### Curriculum Leader (not applicable for those in NQT year)

- Lead initiatives to develop and improve the area contributing to the School Development Plan
- Monitor and evaluate the effectiveness of the area
- Lead CPD
- Keep the Headteacher and governors abreast with curriculum area

### Exercise of particular duties

- Perform any reasonable duties as requested by the Headteacher

### Note

The *School Teachers' Pay and Conditions* document and Teachers Standards gives details of the role and professional responsibilities of the teacher. The following overview should be read in conjunction with these documents. The job description is subject to an annual review, however it may be amended at any time following consultation with the post holder.

**Signature of post holder:**

**Date:**

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**Signature of Headteacher:**

**Date:**

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