

Job Description Class Teacher

DfE Requirements

All teaching staff are required to work according to the general duties set out in the School Teachers' Pay and Conditions Document, a copy of which can be found in the school office. This means that teachers must carry out general professional duties as required under the direction of the Headteacher, particular duties assigned to him/her, and professional duties which are deemed to include the following.

1. Teaching – to be responsible for:
 - Planning and preparing lessons using guidance for the EYFS/KS1 as appropriate
 - Teaching, according to their educational needs, the assigned pupils, including the setting and marking of work
 - Assessing, recording and reporting on the development, progress and attainment of pupils
 - Having regard to the curriculum and policies for the school, and with a view to promoting the development of the abilities and aptitudes of the pupils in any class

2. Performance Management:
 - Participating in arrangements made in accordance with regulations for the appraisal of his/her own performance

3. Professional Development:
 - Reflect upon and review from time-to-time methods of teaching and programmes of work
 - Attend and participate in staff meetings and INSET days
 - Participate in arrangements for further training and professional development as a teacher including undertaking training and professional development which aim to meet needs identified in appraisal objectives or in appraisal statements.
 - In the case of a teacher serving an induction period pursuant to the Induction Regulations, participating in arrangements for his supervision and training.

4. Safeguarding
To have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Wandsworth Safeguarding Children's Board and the school's safeguarding policies

Please note that the above requirements must be met in addition to those, which are specifically and separately defined in your role at Honeywell Infant School.

Specific Requirements

1. To promote the aims & values of the school
2. To follow all school policies, guidelines and procedures
3. Attend all required meetings
4. Maintain good order among pupils and safeguard their health and safety
5. Use positive behaviour strategies to increase children's confidence and self esteem in accordance with school policy and training
6. Ensure high standards of work and behaviour
7. Ensure equality of opportunity
8. Lead a curriculum subject or aspect of learning across the whole school (except NQTs)
9. Ensure all local and national assessment arrangements are effectively managed for your class under the direction of the Deputy Headteacher
10. Provide for the personal and social development of pupils
11. Work in partnership with all constituents of the school community, including communicating and consulting with colleagues, governors, parents and outside agencies as necessary
12. Maintain professional behaviour at all times, acting as a good role model, including punctuality and attendance
13. fulfil the "Professional Standards" for Teachers in England - September 2012, in relation to your current position on the pay spine (QTS, Core or Post-Threshold)

This Job Description is subject to review.

February 2026