Class Teacher Job Description Main Scale

- The duties outlined in this job description are to compliment the Conditions of School Teachers, as specified in the 'School Teachers Pay and Conditions Document' and National Teacher Standards.

Planning, teaching and class management

Planning

Plan teaching to achieve progression in all pupils' learning through:
- Identifying clear teaching objectives and content, appropriate to the subject matter and the pupils being taught, and specifying how these will be taught and assessed. (ST1.4)
- Setting tasks for whole class, individual and group work, including homework, which are differentiated appropriately and challenge pupils and ensure high levels of pupil interest and engagement. (ST1.4 & ST1.5)
- Set appropriate and demanding expectations for pupils' learning, motivation and presentation of work. (ST1.1)
- Setting clear targets for pupils' learning, building on prior attainment, and ensuring that pupils are aware of the purpose of what they are asked to do. (ST1.6)
- Provide clear structure for all lessons, and for sequences of lessons, in the short, medium and longer term, which maintain pace, motivation and challenge for pupils. (ST1.4)
- Make effective use of assessment information on pupils' attainment and progress in their teaching and in planning future lessons and sequences of lessons appropriately. (ST1.6)
- Plan opportunities to contribute to pupils' personal, spiritual, moral social and cultural development (SMSC). (ST1.1, ST1.5 & ST1.7)

Teaching and class management

- Ensure effective teaching of the whole class, groups and individuals, so that teaching objectives are met, and best use is made of available teaching time. (ST1.4)
- Follow and adhere to all school policies. (ST1.7 & ST2)
- Establish and maintain a positive purposeful working atmosphere. (ST1.1 & ST2)
- Set high expectations for pupil's behaviour, establishing and maintaining a good standard of discipline throughout well-focused teaching and through positive and productive relationships. (ST1.7 & ST2)
- Establish and maintain a safe environment which supports learning and in which pupils feel safe, secure and confident. (ST1.1)
- Match pedagogy to the subject matter and the pupils being taught. (ST1.3)
- Structure information well, including lesson objectives and appropriate subject-specific vocabulary relevant to the age and ability of the pupils been taught. (ST1.4)
- Provide clear concise instruction and effective questioning. (ST1.1 & ST1.2)
- Pay careful attention to pupils' errors and misconceptions and helping to remedy them by following the agreed marking policy. (ST1.6 & ST2)
- Select and make effective use of ICT and other learning resources, which enable teaching objectives to be met. (ST1.3 & ST1.4)
- Set high expectations for all pupils notwithstanding individual differences, in line with the Equality Act and Policy. (ST1.1)

- Provide opportunities to develop pupils' wider understanding by relating their learning to real and work related examples. (ST1.3)
- Ensure that pupils acquire and consolidate knowledge, skills and understanding in each subject. (ST1.3)
- Evaluate and reflect on own teaching critically and use this to improve their effectiveness. (ST1.8)
- Plan activities which take account of all pupils' needs and their developing physical, intellectual, emotional and social abilities, to engage their interests. (ST1.4)
- Use teaching approaches and activities which develop pupils' language effectively. (ST1.3)
- Use teaching approaches and activities which develop pupils English and mathematical understanding. (ST1.3)
- Encourage pupils to think and talk about their learning and to develop good behaviour, self-control and independence. (ST1.7)

Monitoring, assessment, recording, reporting and accountability

- Assess how well learning objectives have been achieved and use this assessment to improve specific aspects of teaching and pupils' future learning. (ST1.6)
- Mark and monitor pupils' classwork and homework, providing constructive oral and written feedback, and setting targets for pupils' progress in line with the marking policy. (ST1.6)
- Assess and record each pupil's progress systematically. (ST1.6)
- Check that pupils have understood and completed the work set. (ST1.2 & ST1.6)
- Monitor strengths and weaknesses, using information gained as a basis for purposeful intervention in pupils' learning. (ST1.6)
- Inform planning based on learning outcomes of pupils' to pitch work correctly. (ST1.4 & ST1.6)
- Check that pupils continue to make demonstrable progress in their acquisition of the knowledge, skills and understanding of the curriculum. (ST1.2)
- Have a good understanding of school assessment data and how local, national and comparative data, where applicable, can be used to set targets for pupils' attainment and achievement. (ST1.6)

Other professional requirements

- Understand professional responsibilities in relation to adhering to school policies and practices. (ST1.7 & ST2)
- Lead a subject area designated by the school. (ST1.8)
- Recognise that learning takes place inside and outside the school context, and understand the need to liaise effectively with parents and other carers and with agencies with responsibility for pupils' education and welfare. (ST1.8 & ST2)
- Set a good example in terms of dress, punctuality and attendance. (ST1.2)
- Attend and participate in open evenings and student performances (ST1.8 & ST2)
- Participate in staff training (ST1.8 & ST2)
- Attend team and staff development meetings. (ST1.8 & ST2)