



CLASS TEACHER - JOB DESCRIPTION

Post Title: Teacher

Level: Main scale

Salary: M1-M6

Responsible to: All staff are responsible to the Headteacher
Your immediate teaching responsibility is to the relevant SLT Member

Responsible for: Own Teaching Assistant and support staff
It is the responsibility of all teachers to carry out the professional responsibilities of a main scale teacher as set out in the current School Teachers' Pay and Conditions document and the Professional Standards for Teachers 2012.

Generic responsibilities

1. Knowledge and Understanding
 - a. Demonstrate a thorough and up-to-date knowledge of primary teaching and take account of the wider curriculum developments that are relevant to your teaching and learning
2. Teaching and Assessment
 - a. Demonstrate that you consistently and effectively plan lessons and sequences of lessons to meet individual learning needs
 - b. Demonstrate that you consistently and effectively use a range of appropriate strategies for teaching, learning and classroom management
3. Pupil Progress
 - a. Demonstrate that, as a result of your teaching, your pupils achieve well relative to their prior attainment, making progress as good or better than pupils nationally
4. Wider Professional Effectiveness
 - a. Take responsibility for your professional development and use outcomes to improve your teaching and pupils' learning
 - b. Make an active contribution to the policies and aspirations of the school
5. Professional Characteristics
 - a. Demonstrate that you are an effective professional who challenges and supports pupils to do their best
 - b. Inspire trust and confidence in pupils, colleagues and parents
 - c. Build team commitment
 - d. Engage and motivate pupils
 - e. Use analytical thinking to take positive action to improve the quality of learning for all pupils

Principal Accountabilities

1. Support the schools vision and values across our Federation in all that you do
2. To plan, implement and assess the agreed curriculum in line with school policy and practice
3. Monitor, record and track the progress of each child in the class and respond with appropriate changes in the light of assessments
4. Use ICT effectively for planning, teaching and learning
5. Identify, assess and meet the needs of all groups of children and use support effectively to ensure that any gaps are closed and all children achieve success
6. With the support of the SENDCo and SLT, identify, assess and plan for meeting the needs of children who have Special and Additional Educational Needs
7. Encourage all children to develop a sense of responsibility for themselves, other people and their environment, and to promote a positive ethos in which high self-esteem is fostered
8. Foster positive relationships with parents and form a partnership that supports children's learning



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9. Take responsibility for the safeguarding of all children in your care, both in school and when on trips. Risk assessment forms should always be completed and any health and safety concerns reported to a senior leader and/or the premises officer
10. Work to implement equality of opportunity and inclusion throughout the school
11. Actively contribute to the achievement of priorities in the School Development Plan
12. Take responsibility for an area of learning /the curriculum as deemed appropriate by the Headteacher
13. Be aware of performance data produced in relation to the school and be able to analyse and use it effectively to promote rapid and sustained progress for all pupils
14. Take part in school self-evaluation, reflecting upon your own contribution
15. Attend and contribute to a range of school events, meetings and training
16. Participate in the smooth running of the school by:
 - a. Being punctual and minimising personal absence
 - b. Ensuring safe maintenance of the school
 - c. Taking responsibility for knowing what is going on and communicating with others in a range of forms
 - d. Reading all school policies annually
17. Take personal responsibility for meeting appraisal targets and for on-going professional development
18. To plan assemblies as and when required.
19. To be responsible for sharing planning and organisational information, resources etc. with any teacher providing cover for your own, or the parallel class, for whatever reason (INSED cover, sickness cover etc.)
20. Use PPA time effectively for the enhancement of teaching and learning

Additional responsibilities and general requirements – to:

- Undertake any professional duties commensurate with the grade of the post, reasonably delegated to him/her by the Headteacher
- Show commitment to the School, its Catholic ethos, its inclusive ethos and equal opportunities for all in the school community and across the Federation, opposing strongly any form of discrimination
- Attend and participate in relevant training sharing the knowledge and ideas gained with colleagues

As an employee of the Governing Body of the Federation of St Bede's and St Bernadette Catholic Schools you may be required to work in either setting in order to best meet the needs of the Federation and there is an expectation that you will be loyal to both schools.

The post-holder can expect an annual review of this job description which may necessitate changes to match the needs of the school as identified in the school's self-evaluation process.