*ALL SAINTS PRIMARY SCHOOL, NEWMARKET*

JOB DESCRIPTION

POSITION: Class Teacher

SALARY: Main Scale

RESPONSIBLE TO: Head Teacher

RESPONSIBLE FOR: All functions listed under duties and particular duties.

Duties

The School Teachers: Pay and Conditions Document describes duties which may be required to be undertaken by teachers in the course of their employment.

Particular Duties

* To have teaching and pastoral responsibility for allocated class.
* To plan and prepare lessons for allocated class.
* To ensure the effective teaching of the class following the National Curriculum, the Early Years Foundation Stage Profile and guidelines set out by the school and the Local Authority.
* To provide and maintain a full and lively learning environment within the class room.
* To differentiate learning to meet the needs of all individuals.
* To use agreed methods of assessment and record keeping to maintain and evaluate the progress of individuals.
* To be aware of, and make reports on, the personal and social needs of the children.
* To attend assemblies and register the attendance of pupils.
* To co-operate with other members of the staff, working as a member of the team, in maintaining the school philosophy and ethos.
* To recognise the Church Of England foundation of the school and to be empathetic to the school’s Christian values.
* To take an active role in meetings with the Head Teacher and other staff, working to ensure the continuing development of the school.
* To ensure the maintenance of a high standard in general discipline and behaviour within the school.
* To undertake individual involvement with in-service training in order to ensure professional development and a knowledge of current educational thinking.
* To encourage and involve parents within the curriculum and other school activities.
* To engage actively in the performance management review process.
* To undertake whole school responsibilities.

*This Job Description is a description of the job to be undertaken and performed to the satisfaction of the Head Teacher. It does not form part of a contract.*

*The duties may be varied to meeting the changing demands of the school, at the reasonable direction of the Head Teacher and in full consultation with the post holder.*