



Job Description Class Teacher

PURPOSE OF THE POST:

- To plan, implement and deliver an appropriate and differentiated curriculum for all pupils in their class.
- To contribute to raising standards of pupil attainment.
- To promote the progress and well-being of every child in the class assigned to them.
- To work as part of the whole school team towards the smooth running and organisation of the school.
- To undertake the professional duties and responsibilities of a Teacher as set out in the current School Teachers' Pay and Conditions document.
- To carry out associated duties which are reasonably requested by the Headteacher.

CORE RESPONSIBILITIES:

Teaching and Learning

- To teach pupils assigned to the teacher and to ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- To establish a purposeful learning environment, in which diversity is valued, where pupils feel secure and confident and where opportunities to maximise teaching and learning are promoted.
- To set targets for pupils based upon prior attainment.
- To mark/give feedback on work set in school and for homework so that the learners are informed how to improve.
- To assess, record and report on the attendance, progress, development and attainment of pupils and keep such records as are required.
- Provide a supportive learning environment where resources can be accessed appropriately by all pupils.
- To ensure the effective and efficient use of any staff supporting teaching and learning in the classroom.
- To maintain appropriate records and provide accurate information on pupil progress and other relevant matters as required by the school.
- To report to parents on the development, progress and attainment of pupils.

Children's behaviour and welfare

- Role model the ethos and core values of the school while teaching pupils.
- To maintain good order and discipline in the classroom in accordance with the school's behaviour policy.
- To alert the Headteacher of any persistent or major problems being experienced by pupils and contribute towards a solution.
- To supervise children at break times.
- Assist in the development of appropriate syllabuses, resources, schemes of work, policies and teaching strategies within the school.
- To take account of health and safety in all aspects of school life.

Other professional duties

- To follow the agreed curriculum within the school
- To contribute to the wider life of the school for example by running extra-curricular activities
- To coordinate a subject / curriculum area(s). (Not NQTs)
- To implement and follow school policies and procedures as approved by the Governors and SMT.
- To participate in the Performance Management Process for the evaluation of their own performance.
- To take part in the school's staff development programme by participating in arrangements and opportunities for continuous professional development.
- To attend and participate in meetings which relate to the school's management, curriculum, administration or organisation.
- To work with professionals and officers of relevant outside agencies or bodies.
- To promote equal opportunities within the school.