



Job Description Class Teacher

Name:	Class Teacher	Job Title: Class Teacher	Part Time (2 days) Class Teacher
Line Manager:	Headteacher	Grade:	
Reports to:	Head of School/Head of Teaching and Learning		
The Post Holder:	<p>Is accountable to the Headteacher for his/her teaching duties and responsibilities, for teaching tasks and is responsible for the supervision of the work of LSAs.</p> <p>Interacts on a professional level with colleagues and seeks to establish and maintain productive relationships with them in order to promote mutual understanding of subjects in the school curriculum with the aim of improving the quality of teaching and learning in the school.</p> <p>Responsibility for the constant promotion of high standards of care, discipline and well-being of all the children in school.</p> <p>Working within agreed teaching and learning policies, with a view to promoting the abilities and aptitudes of all children in any assigned class or group.</p>		
Main Purpose of Job			
<p>To teach a class of children, promoting amongst all pupils a high level of attainment and progress, good behaviour and positive attitudes to learning and effective personal development, as well as responsibilities within the school as agreed with the Headteacher.</p> <p>To support the Headteacher by carrying out the statutory tasks as laid down in the current School Teachers Pay and Conditions Document.</p> <p>To provide the highest possible standards of teaching and learning, spiritual and moral development for the children in your care.</p> <p>To uphold the values of the school.</p>			
Operating Principles			
<ul style="list-style-type: none"> • The identification and elimination of waste of time, effort and other resources. • The achievement of the best possible quality of teaching and learning through continuous review. • A commitment to continuous improvement. • A belief that children should make identifiable progress in each academic year. • A commitment to efficient organisation and management as a shared responsibility with active involvement and decision-making taking place at all levels. • An acceptance that individuals have a responsibility to the team. • A commitment to be a good role model. • To show courtesy and be constructive and helpful in all dealings with other members of staff, children, parents and visitors to the school. • Adherence to the codes of practice governing behaviour, equal opportunities and health and safety. 			

Evercreech Church of England
Primary School

01749 830447



Acorns
Pre-School
01749 831338



Lovington Church of England
Primary School

01963 240305

- Compliance with the School Teachers' Pay and Conditions Document.

Key Tasks - teaching, learning, PM, CPD, Pedagogy, H&S, Safeguarding

- To plan and deliver the school curriculum through agreed schemes of work, policies and practices.
- To control and oversee, in their own classroom, the use and storage of books, stationery and other teaching materials, ensuring that any Health and Safety Regulations are observed.
- To foster agreed codes of learning behaviour and social behaviour, including acceptable standards of appearance of pupils.
- To safeguard the pupils' health and safety when they are on school site or engaged in an authorised school activity elsewhere, in accordance with the school's policy and Risk Assessment procedures.
- To establish a rapport with the pupils to develop their social, spiritual, moral and academic potential and to be a main source of reference for their problems.
- To match learning experiences to the needs of individual children.
- To monitor and identify ways to improve learning.
- To regularly assess, record and report progress and attainment.
- To make the best use of space, time, personnel and other resources.
- To be responsible for creating a stimulating and attractive learning environment directing teaching assistants where appropriate to achieve this key task.
- To communicate relevant information to all concerned and participate in meetings as arranged for this purpose.
- To participate in the arrangements for performance management within the school.
- To work with the team to achieve all the above key tasks.

Subject Leadership

- Be conversant with current thinking and developments in the subject areas for which this post holder is responsible.
- Provide leadership and give advice to other staff members in the implementation of the National Curriculum. Draw upon the expertise of staff members and outside agencies as appropriate.
- Maintain existing resources and inform the Headteacher of resource needs.
- Work with staff to develop any policy statements where appropriate.
- Assess, track and monitor pupil attainment and targets within the appointed subject areas.

Working Time

A teacher employed full time, shall be available for work 195 days in any school year, of which 190 days shall be days on which he/she may be required to teach pupils in addition to carrying out other duties; and those 195 days shall be specified by his/her employer or, if the employer so directs, by the Headteacher.

A teacher shall be available to perform duties at times and places as may be specified by the Headteacher for 1265 hours in any school year, those hours to be allocated reasonably throughout the days in the school year on which he/she is required to be available for work.

Evercreech Church of England
Primary School

01749 830447



Acorns
Pre-School
01749 831338



Lovington Church of England
Primary School

01963 240305

Time spent in travelling to and from the place of work shall not count against the 1265 hours.

A teacher shall, in addition to the requirements set out in the paragraphs above, work additional hours as may be needed to enable him/her to discharge effectively his/her professional duties, including, in particular, the marking of pupils' work, the writing of pupil reports and the preparation of lessons, teaching material and teaching programmes. The amount of time required for this purpose beyond the 1265 hours and the times outside the 1265 specified hours at which duties shall be performed shall not be defined by the employer but shall depend upon the work needed to discharge the teachers' duties.

A teacher will be entitled to 10% of their weekly teaching time to carry out planning, preparation and assessment as described in the above paragraph during the normal school week.

This job description does not define in detail all the duties/responsibilities of the post and it will be reviewed at least once a year and may be subject to modification and amendments after consultation and agreement with the post holder.

Agreed that the Job Description is a fair statement of the requirements of the job

Job Holder:		Date:
Line Manager:	Headteacher	Date:
Designated Senior Manager:	Head of School	Date: