

JOB DESCRIPTION

POST TITLE: CLASS TEACHER

RESPONSIBLE TO: EXECUTIVE HEADTEACHER

LINE MANAGER: SENIOR LEADERSHIP TEAM

GRADE: MAINSCALE

CORE PURPOSE OF ROLE:

- To teach pupils within the school. To carry out such other associated duties as are reasonably assigned by the Executive headteacher or line manager or within the National Teaching Standards.

MAIN DUTIES AND RESPONSIBILITIES AS A TEACHER

Particular Responsibilities

- Teach pupils in RELEVANT Key Stage (as applied for).
- Teach all subjects of the National Curriculum.
- Plan lessons carefully having regard to the schemes of work and school practice.
- Work as a full member of a designated team.
- Assess pupil work to monitor and evaluate progress and set targets for improvement.
- Implement school, local authority & national policies and requirements.

A. Teaching

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Setting tasks which challenge pupils and ensure high levels of engagement.
- Setting appropriate and demanding expectations.
- Setting clear targets, building on and embedding prior attainment.
- Providing appropriate challenge to all pupils, including those with SEND.
- Provide clear structures for lessons maintaining pace, motivation and challenge.
- Make effective use of assessment.
- Ensure effective teaching and best use of available time.
- Monitor and intervene to ensure sound learning and discipline
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the age of pupils and subjects taught.
- Liaise and co-operate with police, social, and medical agencies, and other groups concerned with the welfare of the child.
- Supervise school teaching assistants as appropriate in own classroom.
- Maintain classroom displays showing clear linkage to current learning.
- Plan and prepare for school visits in accordance with agreed teaching aims, values, and objectives.

- Be aware of the home background of the children, including health and safety, and ensure that all possible action is taken to safeguard the child's physical and emotional health and well-being.
- Evaluate your own teaching critically to improve effectiveness.
- Strive to continually reflect and improve; be proactive in own CPDL

B. Monitoring, Assessment, Recording, Reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor pupil's work and set targets for progress.
- Assess and record pupils' work and set targets for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level that each pupil is achieving.
- Participate in and organise the setting of class and school tests, and if applicable, SATs.
- Prepare and present informative reports to parents.
- Communicate frequently with parents, guardians, etc., to ensure that they are aware of any concerns regarding their children.
- Be available to meet parents at agreed times before or after school hours, including parents' evenings and for individual interviews.

C. Other Professional Requirements

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the school.
- Establish effective, professional working relationships and set a good example through personal presentation and professional conduct.
- Participate in an agreed school policy of Appraisal and staff development as agreed with the Senior Leadership Team (SLT).
- Comply with all health and safety requirements as required.
- Act upon suspicion of abuse and/or signs of non-accidental injury, and bring these to the attention of the appropriate member of staff without delay.
- Take school assemblies on an agreed rota basis with other members of staff.
- Exhibit a consistently positive attitude regarding all aspects of school life.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
- Work to develop the relationship between school, community, and home, for the benefit of the children.
- Take responsibility for personal professional development and duties in relation to school policies and practices.
- Undertake playground duties as agreed with the SLT.
- Liaise effectively with parents and governors.
- Take on any responsibilities which might from time to time be determined by the SLT.