



Highfield Primary School

JOB DESCRIPTION FOR CLASS TEACHER

CORE TASKS

- To ensure high quality education for all pupils in a designated class and ensure high standards of teaching and learning
- To carry out the professional duties of a teacher as set out in the Teachers' Standards

KEY TASKS

KNOWLEDGE AND UNDERSTANDING

- Understand the structure and balance of the National Curriculum, RE and other associated areas such as English, Maths, PSHE and Citizenship
- Clear understanding of how to teach foundational knowledge in KS1 e.g. developing oracy skills, early reading and phonics, writing and mathematics.
- Are familiar with the Code of Practice on the identification and assessment of special educational needs and implement and keep records on individual pupils
- Broadly understand the requirements and progression for children through the primary phase including key stages
- Be familiar with health and safety issues, including subject specific, child protection procedures and positive behaviour management strategies

PLANNING, TEACHING AND CLASS MANAGEMENT

- Identify clear learning objectives specifying how they will be taught and assessed and ensuring the best use of teaching time
- Set tasks for the whole class, groups and individuals which effectively challenge all pupils
- Provide clear structure for lessons, maintaining pace and use a variety of teaching strategies to ensure high levels of pupil interest and inclusion
- Identify and plan effectively for pupils who have special educational needs, are very able or are at the early stages of English
- Plan opportunities to contribute to pupils' personal spiritual, moral, social and cultural development
- Set high expectations for pupils' behaviour
- Establish a safe, supportive and stimulating learning environment

MONITORING

- Input assessment information as part of the school's monitoring and assessment termly cycle
- Make effective use of assessment information throughout and at the of lessons and units of work
- Mark work providing constructive feedback, including next steps, and set targets for pupils

- Write reports in line with school policy

OTHER PROFESSIONAL REQUIREMENTS

- To actively promote Highfield Primary School and be a model of excellence
- Set a good example to the pupils through presentation, personal and professional conduct
- Establish effective working relationships with professional colleagues
- Take responsibility for your own professional development, including knowledge of school policies and procedures
- Liaise effectively with parents/carers and other agencies
- Be aware of the role and purpose of the school Governing Body
- To undertake other duties as the Headteacher may reasonably direct