**THE GERRARDS CROSS CE SCHOOL**

**CLASS TEACHER – Job Description**

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| **Key information:** |
| Post TitleSalaryResponsible to | Class teacherMPS / UPS + fringe The Headteacher of The Gerrards Cross CE School |
| **Description of role:** |
| **Class Responsibilities**To take overall responsibility for a class or groups of children as designated by the Headteacher. This overall responsibility will include:* The provision of a stimulating, effective and attractive working environment.
* Planning, teaching, evaluating and developing agreed programmes of work to promote high educational achievement.
* Assessing, recording and reporting pupil progress in accordance with agreed school policy.
* Ensuring that the special educational needs of children are acknowledged and met as far as is possible, and that individual children’s dignity and self-esteem are respected and enhanced.
* The management of children to ensure that they are aware of, and freely conform to, a framework of clear and sensible rules.
* Liaison with teaching and non-teaching staff, parents, governors, educational support services and other relevant agencies.
* To uphold a culture of safeguarding at all times, caring for and nurturing each individual child, and alerting the Designated Safeguarding Lead with any concerns.
* Welcoming and supporting parents as partners in the learning process of children.
* Responsibility for registration and other general administrative matters relating to the class.
* Upholding the school’s Christian ethos.

**Team Responsibilities*** Awareness of the aims and objectives of the school and working towards their fulfilment.
* Participation in staff consultations and professional meetings.
* Providing professional support and advice to colleagues.
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