



ST JOHN THE BAPTIST CE JUNIOR SCHOOL

Life in all its fullness John 10:10

JOB DESCRIPTION

CLASS TEACHER

Whole School responsibilities

- Ensure constant vigilance in safeguarding the children in the school and respond promptly and appropriately, in line with school policy, as required
- Share in the corporate responsibility for the wellbeing of all pupils and adults in the school, including recognising and managing your own physical and mental health and wellbeing and seeking support as appropriate
- Play an active part in the shaping of the school ethos based on the Christian vision and values, and the staff code of conduct
- Be a reflective practitioner
- Attend all staff meetings and INSET and look to be proactive in your Continued Professional Development as part of the school's Performance Management procedures
- Keep up with current and innovative educational developments and reflect this in your practice as required by the Headteacher
- Use appropriate strategies, in line with school policy, to support and enhance children's behaviour
- Be a committed member of the school community, taking part in open days and special events
- Liaise with colleagues in feeder or receiver classes and/or schools

Class responsibilities

- Educate and care for the children in your class in line with the school's vision and values, policies and procedures, in line with current national requirements
- Have high expectations and differentiate your planning to meet the needs of all children in your care
- Regularly assess, monitor, record and evaluate the individual pupils in your class; building personal and measurable targets to develop their progress and achievement both academically and socially
- Use school's assessment system to regularly prepare, monitor and evaluate assessment data
- Prepare written reports for parents at the end of each school year
- Participate in the school's programme for parent-teacher meetings

Subject leader responsibilities

- Be a role model for high expectations and standards in teaching, learning and assessment within your area of responsibility
- Lead colleagues in your subject or area of learning
- Develop subject action plans and audits where appropriate, regularly reviewing the impact and progression of these plans
- Monitor and evaluate long, medium and short term plans within your subject area
- Lead staff team in the monitoring of work samples, progress and achievement in the subject or area of learning
- Provide the Headteacher and SLT with regular updates of teaching, learning, progression and achievement in your subject or area of learning
- Attend training in the subject or area of learning to further your CPD and school improvement
- Lead staff training for your subject or area of learning
- Provide annual report for the link Governor on progress, achievement and future plans for the subject or area of learning

Carry out any other task as reasonably requested by the Headteacher.