

# JOB DESCRIPTION

**Title:** CLASS TEACHER

**Grade:** MPS

**Hours:** Full Time (part-time applicants will be considered)

**Reports to:** Headteacher

## MAIN PURPOSE OF THE JOB

To carry out the professional duties of a teacher in accordance with the latest School Teachers' Pay and Conditions document and the school's policies under the direction of the Headteacher.

## KEY RESPONSIBILITIES AND TASKS – PLANNING AND TEACHING

- Contribute to whole school planning and the development of the school curriculum
- To plan challenging and exciting learning tasks based on clear objectives with purposeful learning outcomes, following agreed themes
- To ensure pupils engage with their learning and pupils' expectations and achievements are high
- To set pupils clear targets for improvement that build on prior attainment
- To ensure that all groups of pupils have their learning needs met
- To ensure teaching is clear, effectively communicated and lessons are appropriately structured
- To evaluate and reflect on practice critically to improve effectiveness
- To develop independent learners with good learning attitudes and behaviours
- To ensure the effective and efficient deployment of classroom support staff
- To develop opportunities for learning outside of the classroom and involving parents in their children's education

## KEY RESPONSIBILITIES AND TASKS – CLASSROOM MANAGEMENT

- To maintain a well-organised environment that reflects the learning taking place
- To maintain positive behaviours for learning in accordance with the school's Behaviour Policy
- Promote the general well-being of pupils and ensure that social and emotional aspects of learning are effective
- To provide good pastoral support for pupils

## KEY RESPONSIBILITIES AND TASKS – MONITORING, ASSESSMENT, RECORDING AND REPORTING

- To mark and monitor pupils' work following the school's Teaching, Learning and Assessment Policy
- Assess, track and record pupils' progress in line with the school's policy
- Ensure pupil results and test scores are entered appropriately onto the school's database
- Ensure reporting policies and procedures are followed

## KEY RESPONSIBILITIES AND TASKS – SAFEGUARDING CHILDREN

- To ensure that you are up-to-date with safeguarding legislation (Keeping Children Safe in education 2022)
- To follow the school's Safeguarding and Child Protection Policy

Teachers are expected to meet the Teachers' Standards [2011] annually and participate fully in the school's Performance Management processes. Teachers are expected to follow all agreed school policies, promote the ethos of the school and keep abreast with current developments in primary education. Teachers are expected to participate positively in meetings and take personal responsibility for their own professional development.

This job description can be amended at any time following discussion between the Head Teacher and the member of staff.

Signed: \_\_\_\_\_ Post Holder

Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Headteacher

Date: \_\_\_\_\_