



Introduction

Job Title: Class Teacher

Job Purpose: Under the reasonable direction of the Head of School, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Condition Document

DBS Disclosure Level: Enhanced

SECTION TWO: CATHOLIC ETHOS

- To maintain, promote and contribute to the Catholic Ethos of the school and the development of the life of the school in accordance with the school's Mission Statement, Aims and Objectives.
- To attend, take part in and lead acts of collective worship in accordance with the school's policy
- Provide Religious Education in accordance with the school's and Archdiocese guidelines
- Actively support the school's corporate policies relating to equality and diversity, inclusion, health and safety and well-being.

SECTION THREE: CURRICULUM PLANNING AND PROVISION

- Help develop and maintain a curriculum in line with the National Curriculum school policy to meet the needs of individual children within your class
- Work with other members of staff to ensure that the extremes of the ability range are catered for within the curriculum
- Monitor and evaluate the curriculum offered and review appropriate planning, assessment, record keeping and reporting procedures, as and when requested
- Under the direction and guidance of the Senior Leadership Team and Middle Management Team, actively contribute to and support the development of the curriculum and areas of policy development.
- Ensure efficient use and maintenance of all material teaching resources within your classroom area and working environment and to see that available resources are used efficiently to support the curriculum
- Maintain a good working environment within your classroom having particular emphasis on such aspects as organisation, lay-out, timing of sessions, activities and the Catholic ethos of the school

SECTION FOUR: TEACHING AND LEARNING

- Produce coherent lesson plans which ensure continuity and progression, taking account of the individual needs of pupils and encourage the development of independent learners.
- Employ a range of suitable teaching and learning strategies and styles to ensure effective learning
- Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interests of pupils and raising levels of attainment

- Develop, maintain and use resources appropriate to the chosen learning objectives
- Ensure the effective deployment of teaching assistant support in the classroom
- Analyse and evaluate children's learning to inform future planning and teaching and learning activities
- Create and maintain an orderly, safe, stimulating and informative classroom environment
- Maintain good practice and implement changes in accordance with developments in educational theory and practice as requested
- Set pupil targets, assess progress and maintain records in line with school policy.

SECTION FIVE: PASTORAL CARE

- Develop positive relationships with all children based on their achievements and promote their general progress and well-being and participation in all aspects of school life.
- Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour.
- Alert the DSL or DDSL of any safeguarding or complex problems experienced by pupils as appropriate
- Ensure that the school's Code of Conduct is implemented in line with the school's policy
- Maintain a system of rewards and sanctions which is understood and appreciated by all concerned, in line with the agreed policy
- Ensure the orderly commencement and end of day session times, assemblies, break times etc. having due regard for the health and safety of pupils and others

SECTION SIX : PARENTAL INVOLVEMENT AND PARTNERSHIP WORKING

- Report annually to parents on the needs and progress of their children
- Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns
- Uphold the school's well established links with the local community, the LA, the Archdiocese and other external agencies

SECTION SEVEN: PERFORMANCE MANAGEMENT AND PROFESSIONAL DEVELOPMENT

- Engage actively with the annual performance management review process, in accordance with the school's policy
- Take a shared responsibility for your own continuing professional development by participation in a range of appropriate professional development opportunities
- Ensure that colleagues receive information and feedback on professional development activities undertaken