



Gomeldon Primary School
Gomeldon
Salisbury
Wiltshire
SP4 6JZ
Telephone/Fax: 01980 611370

email: admin@gomeldon.wilts.sch.uk

KS1 Class Teacher Job Description

To have responsibility for a whole class and ensure the effective education of children in accordance with the school's policy statement. The following job description should be read in conjunction with the **School Teachers' Pay and Conditions** document (2022), and the **Teacher Standards** document (updated 2021), which is available from the DfE website see 'Links' below.

Overall Purpose and Responsibilities

- to ensure, in accordance with the **Professional Standards for Teachers** and within the statutory framework for Teacher Appraisal, the effective whole education of the pupils for which you have responsibility;
- to play an active part in the school's development, according to its published School Improvement and Development Plan and the school's Vision for Learning;
- to implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating National Curriculum requirements and in line with the curriculum policies of the school;
- to facilitate, support and monitor the progress and development of pupils in the **Key Stage 1 class**;
- to foster a learning environment and educational experience which provides pupils with opportunities to fulfil their individual potential;
- to share in the development of the school curriculum, teaching programmes and materials, methods of teaching and assessment and their review;
- to support and contribute to the school's responsibility for safeguarding pupils and promoting their welfare.
- to play an active part in the development of the school within the local community, and present the school positively within that community.

The role of the classroom teacher:

- to teach a class of mixed age pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- to maintain the positive ethos and core values of the school, both inside and outside the classroom;
- to contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;

The duties of the classroom teacher:

- to implement agreed school policies and guidelines;
- to support initiatives decided by the Headteacher and staff;
- to plan appropriately to meet the needs of all pupils, through scaffolded tasks;
- to be able to set clear targets, based on prior attainment, for pupils' learning;
- to provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- to keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning and using assessment data on Insight to track pupils' progress accurately;
- to report to parents on the development, progress and attainment of pupils;
- to maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- to participate in meetings which relate to the school's management, curriculum, administration or organisation;
- to communicate and co-operate with specialists from outside agencies;
- to lead, organise and deploy teaching assistants effectively within the classroom, for the benefit of pupils' learning and progress;
- to take some responsibility for the pastoral care of pupils in the Key Stage, including involvement in lunchtime duties, when necessary;
- to comply with the School's Code of Conduct.

As a **Key Stage 1 Class Teacher** you also have specific **key tasks**:

- to ensure that the feedback, marking, assessment and recording procedures for the assigned areas are in line with the published school policy;
- to administer assessment tasks at Key Stage 1 and participate in moderation arrangements to support teacher assessments;
- to liaise with the appropriate teachers regarding the transfer of pupils from Key Stage 1 to Key Stage 2

Other Duties:

The post holder will be expected to carry out duties other than those given in the job description where the level of responsibility is similar and s/he has appropriate qualifications or receives appropriate training to carry out these duties.

Links:

<https://www.gov.uk/government/publications/school-teachers-pay-and-conditions>

[Professional Standards for Teachers](#)