

Our Words and Actions Change our World

*"Put into practice what you learned and received from me, both from my words and from my actions.
And the God who gives us peace will be with you."
(Philippians 4:9)*

TEACHER JOB DESCRIPTION

School: Cold Ash St Marks CE Primary School	Authority: West Berkshire
Job title: Class teacher	Salary range: MPS: M1 – M6

The responsibilities of the post are to be performed in accordance with the provisions of the latest edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

In addition, **if you are not an Early Career Teacher (ECT), you will be expected to lead in a foundation curriculum area or to support in Maths, English or Science.** (To be agreed with the Headteacher).

Job Purpose
To carry out the professional duties as a class teacher and to have responsibility for an assigned class and agreed subject area.
To be responsible for the day-to-day work and management of the class and for the safety, welfare and safeguarding of all pupils, during on-site and off-site activities.
To promote the aims and objectives of the school and its vision for education.

Main duties and responsibilities
<ul style="list-style-type: none">• To promote the welfare of all children and to support the school in safeguarding children through relevant training, policies, and procedures.• To create and manage a caring, supportive, purposeful, and neuro-diverse friendly, therapeutic environment, which is conducive to children's learning.• To plan and teach challenging, well organised lessons and sequences of lessons that:<ul style="list-style-type: none">○ are informed by relevant and up to date subject, curriculum, and pedagogical knowledge○ reflect the wide range of needs of the children and foster independent learning where appropriate○ use a range of learning and teaching strategies and resources in line with the school's Learning and Teaching policy, adapted to learners' needs effectively○ take account of prior learning and attainment of those they teach and underpin sustained progress and effective transitions○ follow school planning frameworks and school learning sequences• To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations.

- To support and guide learners so that they can reflect on their learning, identify the progress they have made, set positive targets for improvements, and become successful independent learners.
- To maintain good order and discipline among the pupils, following a trauma-informed therapeutic approach, safeguarding their health and safety and well-being, in line with the School's Behaviour Policy
- To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.
- To plan opportunities to develop the social, emotional, and cultural aspects of pupils' learning.
- To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.
- To prepare appropriate records for the transfer of pupils.
- To ensure effective use of support staff within the classroom, including parent helpers.
- To participate in and lead aspects of staff meetings as required.
- Contribute to the development and co-ordination of a particular curriculum area (Not ECTs).
- To present to governors periodically on the curriculum area you are leading.
- To be part of a whole school team, actively involved in decision-making, preparation and development of: policies, programmes of study, learning sequences, teaching materials, resources, pedagogy and pastoral arrangements.
- To offer an extra-curricular school club (lunchtime), providing the children with a variety of opportunities.
- To ensure that school policies are reflected in daily practice.
- To communicate and consult with parents over all aspects of their children's education – academic, social, and emotional well-being.
- To liaise with outside agencies when appropriate, such as Educational Psychologists, Speech and Language Therapists, and Mental Health Support Team professionals.
- To continue professional development, maintaining a portfolio of training undertaken.
- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To support the Headteacher in promoting the Christian ethos of the school and the school's Vision for Education.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures and rules that apply to this role.

A review of this job description and allocation of responsibilities takes place as part of the annual Teachers' Appraisal Review cycle.

We believe that by living out Christian values of **Kindness, Honesty and Respect**, we can all **Belong, Believe** and feel **Joy**.