



### **Job description for class teacher**

Reports to the Headteacher.

Class teachers are responsible for promoting high standards of learning and teaching and ensuring that the DFE Teachers' Standards are met.

### **General Duties:**

The education and welfare of a class, in accordance with the requirements of the Conditions of Employment for school teachers, having due regard to the requirements of the National Curriculum, the school's aims and objectives, policies of the Governing Body and curriculum guidance. To share in the corporate responsibility for the wellbeing and discipline of all pupils.

### **Teaching and Learning**

- Maintain a focus on raising standards of attainment by setting and achieving appropriate targets for the class, groups and individual pupils and monitoring and evaluating progress in relation to the targets
- Promote our positive behaviour policy both in the classroom and at all times around the school
- To provide a stimulating, well organised environment with appropriate learning resources to develop fully the potential of each individual child and to ensure efficient and appropriate storage, organisation and use of resources in line with school classroom environment checklist.
- To provide a broad and balanced programme of learning by implementing all School Policy Documents.
- To prepare weekly/daily lesson plans, liaising with other teachers, Learning Support Assistants and parent helpers as directed and in line with school policy
- Plan for and provide a differentiated curriculum for more and less able pupils and pupils on the SEN register, vulnerable children and children with EAL
- To use a range of teaching and learning styles and strategies appropriate to the effective delivery of the planned learning objectives
- To implement the School's policies for marking, assessment, collection of evidence, moderation and the regular and systematic recording of pupil data
- Liaise with personal manager reviewer to agree appropriate training and professional development opportunities in line with School Improvement Plan and Performance Management requirements
- Engage with Performance Management systems in line with school policy
- Take a full role in staff meetings, discussions and working parties (when required) and to support the development of school policy
- Actively support the Senior Leadership Team, other teaching staff, support staff and outside agencies

- Implement the School's Equalities policies
- Promote positive relationships with all parents, particularly those whose children you teach
- Take responsibility for improving our practice through appropriate professional development, responding to advice and feedback from colleagues, senior leaders and external advisors
- Keep parents informed about the progress and development of their children, through written reports, parents' evenings and informal discussions providing supportive and constructive advice as appropriate
- Carry out any other duties as may be reasonable requested by the Headteacher or Governing Body

### **Personal and professional conduct**

- To safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct, in particular the safeguarding policy and be vigilant at all times to ensure children are safe and well cared for
- Uphold public trust in the education profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Demonstrate positive attitudes, values and behaviours to develop and sustain effective relationships with the school community
- Respect individual differences and cultural diversity

### **Notes**

- Duties will inevitably develop and change as the work of the school changes to meet the needs of our service. Employees should therefore expect periodic variations to job descriptions. The school reserves this right. The job description will be supplemented on a regular basis by individual objectives as per the annual performance review derived from the School Development Plan.
- Where an applicant or existing employee is, or becomes disabled (as defined by the DDA) and informs the school fully of their requirements, reasonable adjustments will be made to the job description, wherever possible after seeking appropriate professional advice.

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

Post Holder

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Headteacher