



## **Job Description for Class Teacher**

### **Cropthorne with Charlton CE First School**

#### Rationale

We believe that the teacher's role is key to ensuring pupils achieve their very best in school and in their lives.

Class teachers must adhere to the school's vision "Your word is a lamp to my feet and light to my path" and aim to Inspire Learning for Life. They must take advantage of, and on occasion seek out, professional development opportunities which will help them enhance the learning experience for pupils.

All teachers will work as part of a team receiving support, guidance and encouragement from others and the expectation is that this will be reciprocated.

Teachers will be flexible in accommodating reasonable times to attend meetings and discuss with others dependent upon the situation.

#### Specific Responsibilities

1. To plan and prepare appropriate activities for engaging and successful learning across the curriculum.
2. To ensure lessons and activities adhere to agreed policies and current national procedures.
3. To work collaboratively and successfully with others in building an effective team.
4. To work with parents as partners and lead meetings to discuss progress.
5. To ensure that all safeguarding procedures are met.
6. To ensure the safety of children with due regard to the school Health and Safety Policy both inside and outside the classroom.
7. To report any damage, breakage or hazards to the health and safety officer.
8. To monitor, evaluate and assess children's work in line with agreed assessment policy, ensuring that pupils and parents are aware of strengths and weaknesses.
9. To ensure that records are accurately kept, reports written to highlight strengths, whilst stating areas for improvement.
10. To provide an attractive, tidy and organised classroom environment which reflects the needs of the learner.
11. To ensure that children behave in a manner conducive to learning and personal development.
12. To ensure that all children with special needs receive an appropriate curriculum and be instrumental in organising and implementing interventions where required.
13. To be punctual and undertake such duties and cover as are deemed necessary always providing a good role model.
14. To be aware of and implement all school policies.
15. To work successfully with all staff in both development and planning of activities for the children, assessing their needs and achievements and working collaboratively on future developments.

The above responsibilities are subject to regular review and may be amended or revised following appropriate consultation.