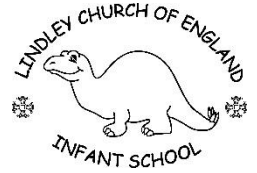


Lindley CE Infant School

JOB DESCRIPTION

POST TITLE: CLASS TEACHER

GRADE/SCALE: MPS



Purpose of the post:

To be responsible for carrying out the professional duties of a Class Teacher (Main Pay Scale) as set out in the Teacher's Pay and Conditions of Employment Document.

Responsible to: the Headteacher

Duties and Responsibilities

1. To undertake class teaching duties for a class of EYFS/KS1 children including any children with special needs; providing them with an effective education in line with National Curriculum guidance, the school's aims and objectives and the LA curriculum guidance.
2. To maintain a good educational environment and undertake tasks relating to the successful organisation of all classroom activities.
3. To plan and deliver lessons and schemes of work appropriate for the age range taught.
4. To maintain in all teaching groups a standard of conduct and discipline to promote the successful delivery of the teaching programme.
5. To promote the academic progress of individual pupils through such personal guidance, parental involvement and professional consultation as may be necessary having regard to the needs and abilities of each child based on ongoing assessments.
6. To record pupil attainment and progress and provide reports as required by the agreed procedures in school
7. To promote the social and emotional welfare of individual pupils in the school.
8. To attend within the specified time allocations regular or occasional meetings with colleagues, parents, representatives of external agencies as required by the Head Teacher.
9. To co-ordinate and advise on a curriculum area for EYFS/Key Stage 1
10. To plan for and supervise the work of Support Staff as required.
11. To supervise and actively maintain the good order and the health and safety of pupils engaged in authorised school activities both on site and elsewhere.
12. To comply with arrangements to cover for the absence of colleagues within the guidance of the current Pay and conditions of Service.

13. To participate in Continuous Professional Development activities as required within the guidance of the current Pay and conditions of Service.
14. To carry out other duties appropriate to the level expected of a teacher on Main Professional Grade relating to the efficient organisation of the school.

This job description may be amended at any time after discussion with you, and will be reviewed on an annual basis.