



## **St James' Catholic Primary School**



### **Class Teacher**

### **Job Description**

It has been from the beginning, the belief of the Church that she has an obligation to provide an education for her children through which the spirit of Christ will inspire their whole lives. A Catholic school is not just an environment for providing a series of lessons; it operates out of an educational philosophy, which aims to meet the needs of the young people of today in light of our faith in Jesus Christ. It follows that, as a member of such a Catholic school, you are responsible to the Headteacher and Governors for the maintenance and development of the Catholic character of the school by undertaking the following:

**All teachers are subject to the Conditions of Employment set out annually in the School Teachers' Pay and Conditions Document as well as the expectations set out in the current Teachers Standards.** These detail the professional and particular duties required of teachers, together with requirements for Management time, Working time and guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers.

#### **Additionally, STPCD requires all teachers to be involved in:**

- Advising and co-operating with the headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements
- Taking any such part as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school
- Co-ordinating or managing the work of other staff

#### **Main scale/Upper Pay Spine teachers will be asked to maintain an overview of teaching, standards and ongoing improvement in specified subject(s) or areas \*(Not ECT's)**

#### **Over time this might reasonably include:**

- Reviewing and developing of curriculum policy in the subject(s)
- Monitoring and evaluating the quality of planning in the subject(s) by other teachers
- Observing teaching in the subject(s) in order to evaluate strengths and areas for further development, or the impact of school improvement work
- Evaluating relevant assessment information for individuals, groups or cohorts
- Suggesting issues in the subject(s) for further development

- Reviewing and co-ordinating the usage of resources in the subject(s)
- Providing advice and supporting new staff in the subject(s)
- Reporting on progress, achievement and standards in the subject(s) to staff, governors or parents
- Arranging and promoting relevant subject activities to promote pupils' enthusiasm and interest

**Additionally, you will be required to:**

To embrace the Catholic ethos and traditions of the school and actively support:

- Pupil care, which encompasses their spiritual and moral development.
- The care of the school environment and the day to day presentation of the school.
- The importance of being part of a team that values the contributions of all.
- The role that school holds in the local and wider community.
- Participate in school collective worship and assemblies and to be involved with celebrations that may offer invitations to family and friends.
- Be willing to participate in the activities and celebrations that are part of school and parish tradition.
- To be supportive of the school's after school clubs.
- Follow the School's Health and Safety Policies at all times.

This job description will be supported by an Annual Job Plan which will list the key tasks, responsibilities and outcomes sought from the post holder in the school year. These will be derived from the School Improvement Plan and other school priorities.

*Agreed by*

**Headteacher..... Date.....**

**Class Teacher..... Date .....**

**Safeguarding Commitment**

This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.