



**The Park
Academies
Trust**

Job Description

Job Title: **Classroom Teacher**

Role reports to The postholder is accountable to the relevant Line Manager and Principal

Job Purpose:

In addition to those professional responsibilities which are common to all classroom teachers in the Trust and described fully in the Core and Post Threshold Teacher Standards, the postholder's key accountability will be for delivering high standards of teaching and learning, leading to high attainment and achievement for pupils

All post holders are expected to recognise overall Trust objectives and practice when carrying out their Academy role.

Key Accountabilities

The postholder will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:-

- Maintain an accurate register of pupil attendance for every class facing session
- To be punctual for all classes and meetings that make up directed time
- To arrive at the school site by 8.30am and to remain on site to fulfil directed time requirements
- Adhere to the staff dress code as detailed in the Safeguarding Procedures
- Adhere to the published deadlines for the completion and recording of assessments, tracking and report writing
- Adhere to the Marking and Assessment Policy
- Carry out break time duties according to the rota agreed at the start of each academic year.
- To have read the Safeguarding and Child Protection Policy and follow the procedures within
- To wear the staff identification badge provided at all times and challenge any person or visitor who is not wearing one
- To challenge inappropriate behaviour by pupils, both in and out of the classroom
- To follow the agreed Absence Procedures, including the setting of cover work for classes.

Additional duties as a Form Tutor

- to be responsible for the day to day pastoral care of all pupils in the form and delivery of the PSHE/Citizenship programme
- to supervise the discipline and welfare of form group pupils – providing individual guidance or support where appropriate, and referring continuing problems to the relevant Head of Year

Common Accountabilities

Work towards and support the Academy and Trust vision and values, including Improvement Plans. Support and contribute to our safeguarding responsibility.

Maintain high personal standards and abide by the Staff Code of Conduct at all times.

Engage actively in the Performance Review process.

Liaise with central functions such as HR, IT and Finance where specialist advice is required.

Take a Trust view of any work carried out in the Academy, to ensure this follows central standards.

To be familiar with the academy and Trust Vision and Values statements

To be familiar with the whole Trust and department development plans

To use resources as efficiently as possible e.g. photocopying, lighting, heating.

Other Accountabilities

No job description can be exhaustive and the duties may alter in practice or over time. The post holder is expected to use professional judgment to ensure that the Classroom Teacher role continues to evolve and develop in line with the Trust's changing requirements.

In accordance with the provisions of the GDPR, jobholders should take reasonable care to ensure that personal data is not disclosed outside the Trust procedures, or use personal data held on others for their own purposes.

Safeguarding - Children & Vulnerable Adults

This organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. Staff must work in accordance with the Child Protection/Safeguarding Policy and understand their role within that Policy.