

# **St Paul's C of E Primary School**



**JOB TITLE:** CLASSROOM TEACHER  
**REPORTS TO:** HEADTEACHER, DEPUTY/ASSISTANT HEADTEACHER, KS LEADER  
**SALARY RANGE:** TEACHERS' PAY SCALE (MAIN)

## **Purpose of the job:**

To deliver high quality teaching and learning to pupils who are assigned to the post holder.

## **Main duties and responsibilities:**

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not, therefore, an exhaustive list of what is required.

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the post holder
- To undertake class teaching including the organisation, planning, differentiation and implementation of the curriculum within the requirements of school policies/school aims and objectives, the National Curriculum and the Foundation Stage guidance
- Monitoring, assessing and recording individual children's records and progress against set targets
- To maintain and create a well organised and orderly classroom environment that stimulates and enhances learning opportunities for all children
- To enable each child to reach their full potential through demonstrating a commitment to high standards of achievement, careful planning and assessment keeping
- To secure and promote high standards of behaviour, attendance and punctuality
- Promote the safeguarding and welfare of all children
- Ensure good communication with parents, providing regular information on progress through parent consultations and writing of annual reports
- To take part in the community aspects of school life
- To supervise the work of classroom assistants/support staff and where appropriate involve them in the planning and management of pupil's learning and pastoral development
- To effectively communicate with the SENCo and other professionals when required and to devise Individual Education Plans in accordance with the SEND Code of Practice
- Take responsibility for your own professional development and duties contributing to the wider aims and objectives of the school
- Provide leadership across the school in a designated subject or curriculum area, this to include:

- i) monitoring quality and standards
- ii) contributing to school planning and self-evaluation
- iii) providing professional support to other teachers and support staff
- iv) advising the Head Teacher on appropriate resources and materials
- v) leading appropriate professional development

### **3. Job context**

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school's development and therefore to the progress of all pupils. All teachers, except those who are newly qualified, will have a lead responsibility for a curriculum area across the whole school. NQTs will shadow subject leadership in their first year.

### **4. General**

- Communicate effectively with children, staff, parents, governors, outside agencies and visitors to the school.
- Inclusion in Performance Appraisal Framework.
- Training and development within the school's INSET programme.
- To participate in general school activities and special events.
- Ensure a safe and healthy environment by carrying out teacher's responsibility as set out in the School Policies.
- Show commitment to the school, its inclusive ethos and equal opportunities for all in the school community, opposing strongly any form of discrimination.

### **5. Safeguarding**

St Paul's School is committed to safeguarding children and young people and expects all staff to promote the welfare of its pupils as outlined in school policies and procedures. A successful appointment will depend upon an enhanced DBS check and appropriate references.

### **6. Review of duties**

The specific duties attached to any individual teacher are subject to annual review. The responsibilities and duties listed above describe the current post; however, the post-holder is expected to accept any reasonable alterations that may be necessary.

Head Teacher:

Name:

Signature:

Date:

Post Holder:

Name:

Signature:

Date: