

St Joseph's Catholic Primary School

Rowley Road, Whitnash CV31 2LJ
01926 427552 www.sjcwhitnash.co.uk



JOB DESCRIPTION: CLASS TEACHER

(Main pay scale 1 - 6)

Job Purpose

The Class Teacher will:

- teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive ethos and core values of our Catholic school, both inside and outside the classroom;
- contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- understand their moral and legal duty to promote the safety and well-being of all pupils, following school policy and procedures for protection and safeguarding of children, reporting concerns and liaising with the Designated Safeguarding Leads and other external professionals;
- motivate, challenge and inspire pupils to achieve their best, through developing a well-rounded and positive approach to learning, under pinned by a growth mindset and our core DISCOVERY and Gospel values;
- have a working knowledge of:
 - the national conditions of employment for schoolteachers as set out in the current copy of the School Teachers' Pay and Conditions Document;
 - the national standards for Qualified Teacher Status;
 - a range of technologies to be used in everyday classroom learning.

Duties

The Class Teacher will:

- implement agreed school policies and guidelines;
- support initiatives decided by the Headteacher and staff;
- plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- be able to set clear targets, based on prior attainment, for pupils' learning;
- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils, including the use of technology;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of pupils;
- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- take part in and contribute to meetings that relate to teaching/curriculum; cooperate with and, where appropriate, advise the head teacher and other colleagues in the review, development and management (*) of a subject in the [school/key stage];
- Lead collective worship in school;
- communicate and co-operate with specialists from outside agencies;
- plan for, organise and direct the work of support staff within the classroom;

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Duties continued...

The Class Teacher will:

- participate in the performance management system for the appraisal of their own performance, or that of other teachers;

* management in this context means acting as a point of contact or a conduit. It does not imply having responsibility or being accountable for the teaching and learning of the subject across the school.

Post-threshold expectations

- provide a role-model for teaching and learning
- make a substantial and sustained contribution (specifically agreed through performance management system) to the raising of pupil standards and contribute effectively to the work of the wider school team.