

St Peter's C of E (Aided) Primary School



JOB DESCRIPTION Class Teacher

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document and the required Teaching Standards for Qualified Teacher Status and other current legislation.

Job Purpose

To carry out the professional duties of a teacher as circumstances may require, and in accordance with the school's policies, under the direction of the head teacher.
To be responsible for promoting and safeguarding the welfare of children s/he is responsible for, or comes into contact with.

Areas of Responsibility and Key Tasks

a) Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed
- setting tasks which challenge pupils and ensure high levels of interest
- setting clear targets, building on prior attainment
- identifying SEN or very able pupils;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;
- maintaining effective behaviour management in accordance with the school's policy
- ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support
- taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and school curricula and particularly the foundations for literacy and numeracy;
- encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
- using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning;

b) Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor pupils' work and set targets for progress;
- assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving;
- undertake assessment of students as requested by examination bodies, departmental and school procedures;
- prepare and present informative reports to parents.

c) Curriculum Development

- Contribute wholeheartedly to the aims of the School Development Plan.

d) Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities;
- operate at all times within the stated policies and practices of the school;
- Know subject(s) or specialism(s) to enable effective teaching;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- contribute positively and effectively to developing the whole child in line with the school's Christian Ethos;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school;
- take part in marketing and liaison activities such as Open Afternoons, Parents Evenings, Review days and events with partner schools;
- contribute to the wider life of the school community.
- take responsibility for own professional development and duties in relation to school policies and practices;
- liaise effectively with parents and governors.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

The teacher's key priority will be the safeguarding of, and the welfare of, children s/he is responsible for, or comes into contact with.