



Corbett VA CE Primary
Class Teacher - Job Description



'Love to Learn and Learn to Love'

We all work together to make Corbett, Happy, Calm, Purposeful & Welcoming.

POST: Full time Class Teacher Lower KS2

SALARY: Main pay scale.

PURPOSE

- To carry out the duties of the Teacher in accordance with the Teachers Pay and Conditions Document and those related to the National Standards for Teachers
- To support and contribute to the school's responsibility for safeguarding children
- To support the school through extra-curricular activities
- To complete duties deemed reasonable as required by the Headteacher

REPORTING TO:

Headteacher as deemed appropriate upon appointment.

The post holder will be accountable to the Headteacher and Governors.

Liaison with the Headteacher, Governors, other staff, parents and other interested parties.

RESPONSIBLE FOR:

- The direction of any Teaching Assistants/helpers when in the classroom.
- Co-operation and liaison with other professionals, including fellow staff and colleagues from external agencies.

Specific Duties: Class Teacher

- a) Planning, preparing and delivering schemes of work and lessons.
- b) Teaching, according to the educational needs of the pupils assigned to you, including the setting up and marking of all work.
- c) Assessing, recording and reporting on the development, progress and attainment of pupils.
- d) Promoting the general progress and well being of individual pupils and any class or group of pupils.
- e) Communicating and consulting with the parents of pupils in your care.
- f) Communicating and co-operating with persons or bodies outside of the school with regard to any school-based issue.

- g) Providing or contributing to oral and written assessments and reports relating to individual pupils or groups of pupils.
- h) Taking part and instigating the review of methods of teaching and programmes of work.
- i) Participating in further training and professional development.
- j) Supporting arrangements for the induction of new staff, supervising and supporting non-teaching staff.
- k) Maintaining good order and discipline among the pupils and safeguarding their health and safety both when they are on the school premises and when they are engaged in authorised school activities elsewhere.
- l) To be responsible for the tidiness and efficient use of classroom resources.
- m) To ensure that good quality displays are part of the classroom learning environment; ensuring that English, Math and Science are always reflected in classroom displays.
- n) Contributing to meetings at the school, which relate to the curriculum, the administration of the school or its organisation, including pastoral arrangements.
- o) Researching, planning and organising educational visits where appropriate.
- p) Reflect and act on classroom practice as a result of classroom observations and discussions with senior management and curriculum coordinators.
- q) Undertake playground supervision as requested.
- r) Follow the school's staff code of conduct at all times.
- s) To organise and run a school club each academic year.

This job description allocates duties and responsibilities, it does not direct the particular amount of time that should be spent in carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities the post holder must use directed time in accordance with the School Teachers Pay and Conditions document.

This job description is not necessarily a comprehensive definition of the post and you may be required to undertake such other tasks appropriate to the level of appointment as the Headteacher may require. This job description will be reviewed annually or earlier if necessary and it may be subject to modification or amendment after consultation with the post holder.