****

**St. Thomas of Canterbury Catholic Primary School**

**Hammersmith and Fulham**

**Job Description: Class Teacher**

**Post: Teacher MPS/UPS**

**School: St Thomas of Canterbury Catholic Primary School**

**Responsible to: The Headteacher**

This appointment is subject to the current conditions of employment of teachers contained in the School Teachers’ Pay and Conditions Document. The 1998 School Standards Framework Act, the required standards for Qualified Teacher Status and Subject leaders and other current educational legislation.

All members of staff have responsibility for safeguarding the children in their care. Staff should attend training and be aware of the school’s duties for safeguarding. Any concerns about the physical, mental, emotional, or social wellbeing of any child should be taken seriously and reported to the designated member of staff.

**Job Purpose:**

To provide high quality teaching and learning for children within the primary years in accordance with the school’s policies, vision and values.

**Key tasks**

1. **Planning, Teaching and Class Management**
* To be an excellent, creative classroom practitioner committed to making learning irresistible, memorable and relevant for all children.
* To enrich the curriculum through planning and delivering a range of experiences including opportunities for learning outside of the classroom setting and arranging educational visits and visitors.
* To be proactive in raising standards of teaching and learning in order to meet or exceed targets identified in the School Development Plan
* Set appropriate and demanding expectations
* Set clear targets, building on prior attainment
* Maintain discipline in accordance with the school’s policies and procedures
* Encourage children to think and talk about their learning, develop self-control and independence, concentrate and persevere and listen attentively.
* Meet the expectations set out in the Teachers’ Standards
1. **Monitoring, Assessment, Recording, Reporting**
* Assess how well learning objectives have been achieved and use them to improve aspects of teaching
* To understand and use assessment procedures effectively to ensure all children make excellent progress and to identify and support children with Special Educational Needs
* Mark and monitor pupils’ work and set targets for progress
* Assess and record pupils’ progress systematically and keep records to check work is understood, inform planning and recognise the level at which the pupil is achieving
* Prepare and present informative reports to parents
1. **Other Professional Requirements**
* To promote the Catholic Ethos of the School
* Have a working knowledge of teachers’ professional duties and legal liabilities
* To maintain a positive ethos which reflects the philosophy and policy of the school, including an effective leaning environment, good relationships with everyone, equality of opportunity and a commitment to the highest possible achievement for all.
* To ensure the care and well-being of children in an environment in which each child is valued and motivated to succeed.
* To work collaboratively within the school and the wider community
* To work efficiently with all other adults to ensure ongoing effective provision and outcomes for our children and positive relationships between staff.
* To use the Teacher Appraisal process to advance pupil learning and enhance professional practice in line with the school’s aspirations and priorities.
* To embrace and develop our vision, our ethos and policies of the school and promote high levels of achievement
* To contribute to the on-going school self-evaluation process and the implementation of the School improvement Plan

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 manger to undertake work of a similar level that is not specified in this job description.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_