

JOB DESCRIPTION

JOB TITLE: Class Teacher

GRADE: MPS 1-6 / UPR

RESPONSIBLE TO: The Head of School, Executive Headteacher and the Board of Trustees of the MAT

RELATIONSHIPS: Liaison with the teaching and non-teaching staff of the school, Trustees, Local Academy Councillors, Parents, Children, Advisers and other Professionals

- Take responsibility for a class of children determined on an annual basis by the Head of School and in accordance with the duties listed below
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The post holder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code for teachers in England.
- 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 the school, both inside and outside the classroom;
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents, trustees and local academy councillors;

As a Class Teacher:

- Implement agreed academy policies and guidelines;
- Support initiatives decided by the Head of School 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;
- Keep appropriate and efficient records, integrating formative and summative assessment into planning;
- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress;
- Report to parents and carers on the development, progress and attainment of pupils;
- Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy;
- Participate in meetings which relate to the school's management, curriculum, administration or organisation;
- Communicate and co-operate with specialists from outside agencies;
- Make effective use of ICT to enhance learning and teaching;

- Lead, organise and direct support staff within the classroom;
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers
- Coordinate a subject or area of responsibility, across the academy ensuring coverage of curriculum, appropriate resources are available to teachers and monitor outcomes and progress within the subject/area of responsibility.

Upper Pay Range Accountabilities

- ❖ Contribute significantly, where appropriate, to implementing workplace policies and practice and to promoting collective responsibility for their implementation.
- ❖ Have an extensive knowledge and understanding of how to use and adapt a range of teaching, learning and behaviour management strategies, including how to personalise learning to provide opportunities for all learners to achieve their potential.
- ❖ Have an extensive knowledge and well-informed understanding of the assessment requirements and arrangements for the subjects/curriculum areas you teach.
- ❖ Have a more developed knowledge and understanding of your subjects/curriculum areas and related pedagogy including how learning progresses within them than a Main Pay Range teacher.
- ❖ Have sufficient depth of knowledge and experience to be able to give advice to colleagues on the development and well-being of children and young people.
- ❖ Be flexible, creative and adept at designing learning sequences within lessons and across lessons that are effective and consistently well-matched to learning objectives and the needs of learners and which integrate recent developments, including those relating to subject/curriculum knowledge.
- ❖ Provide coaching and mentoring to other teachers, give advice to them and demonstrate to them effective teaching practice in order to help them meet the relevant standards and develop their teaching practice.

General Accountabilities

- To understand and apply Waycroft MAT policies in relation to health, safety and welfare
- Attend relevant training and take responsibility for own development
- Attend relevant MAT meetings as required
- To respect confidentiality at all times
- To participate in the performance and development review process, taking personal responsibility for identification of learning, development and training opportunities in discussion with line manager
- To comply with individual responsibilities, in accordance with the role, for health & safety and safeguarding in the workplace
- Ensure that all duties and services provided are in accordance with the MAT's Equality and Diversity Policy
- We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share in this commitment

The duties above are neither exclusive nor exhaustive and the post holder may be required by the Line Manager/Head of School to carry out appropriate duties within the context of the job, skills and grade.

Name of Employee: _____

Signed: _____ Date: _____

Signed by Line Manager/Head of School: _____ Date: _____