**Job Description:** Class Teacher

**Responsible to:** Deputy Headteacher

**Conditions of Service:** Governed by the National Agreement on Teachers’ Pay and Conditions, supplemented by local conditions as agreed by the governors.

**Job Purpose:**

1. To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers’ Pay and Conditions document, having due regard to the requirements of the National Curriculum and LA and school policies.
2. To engage with a Strategic School Team, in order to support and develop school improvement.

**Duties:**

1. To plan and implement appropriate work for all children in the class, within the framework of national and school policies.
2. To maintain assessment records and report on pupils’ progress to the Senior Leadership Team and to parents and carers, in accordance with school policy.
3. To manage additional adults within the classroom.
4. To join and support a Strategic School Team as agreed with the headteacher.
5. To lead a subject to support whole school implementation in line with the National Curriculum.
6. To engage in research and development; mentoring trainee teachers; school to school support as appropriate and as agreed with the headteacher.

# Teaching

1. To plan Quality First Teaching for the class in accordance with national, LA and school curriculum policies and in co-operation with middle and pastoral leaders to ensure that the children experience a broad, balanced, relevant and stimulating curriculum.
2. To ensure that pupils’ experience agreed school foci on Assessment for Learning
3. To ensure a close match between the learning experience offered and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.
4. To be accountable for all pupils, making appropriate educational provision for children with SEND and those learning EAL, with support from the SENCo.
5. Where possible, to make sure that the majority of the children’s work is closely linked to first-hand practical experience and allows them to be actively involved, including outdoor learning.
6. To provide children with opportunities to manage their own learning and become independent learners.
7. To create a secure, happy and stimulating classroom environment, maintaining the highest standards of organisation and discipline.
8. To foster each child’s self-image and esteem and establish relationships which are based on mutual respect.
9. To actively support and role model the school’s vision and values.
10. To promote a high standard of display both in the classroom and in other areas of the school.
11. To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning.
12. To work closely with colleagues to undertake medium and short-term planning and the implementation of agreed schemes of work.

1. To assess children’s progress, maintain records and provide written reports to parents and carers in accordance with school policies.
2. To communicate and consult with parents and carers and with outside agencies, as necessary, about children’s progress and attainment.
3. To ensure that the school’s aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice.
4. To liaise with support staff - both school-based, from the LA & from other external bodies - as required.
5. To take up the opportunity for continuous professional development through self-directed reading, research, courses and in-service training.
6. Take part in the school’s appraisal procedures, including in the appraisal and professional development of others, where appropriate
7. To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.
8. To contribute to the setting of school aims and objectives relating to the curriculum and to contribute to the School Improvement Plan, working as part of a team.
9. To become familiar with the current requirements of the National Curriculum and OFSTED in the relevant area/s of the curriculum, to keep up to date with and act upon new legislation and changes in educational thinking.

**KEY ORGANISATIONAL OBJECTIVES**

The Postholder will contribute to the school’s objectives in service delivery by:

1. Enactment of Health and Safety requirements and initiatives as directed
2. Ensuring compliance with Data Protection legislation
3. At all times operating within the school’s Equal Opportunities framework
4. Commitment and contribution to improving standards for pupils
5. Commitment and contribution to effective and friendly partnership with parents
6. Contributing to the maintenance of a caring and stimulating environment for pupils

Review: March 2025