

St Mary's Catholic Primary School

JOB DESCRIPTION PPA/COVER TEACHER

“The Catholic school should be a living embodiment of an ideal and a faith; it should demonstrate a way of life; it should be a witness to society. It should practice what it preaches about the dignity and worth of the individual. “
Cardinal Basil Hume

Responsible to: The Headteacher

POST
PPA/ COVER CLASS TEACHER

SALARY GRADE:
MAIN PROFESSIONAL GRADE

JOB SUMMARY

To support the Catholic ethos of the school by sharing in the fulfilment of the School Mission Statement.

To be responsible for the education and welfare of a designated group/class of pupils in accordance with the requirements of the School Teachers Conditions of Employment, having due regard to statutory requirements, Diocesan and LA priorities and the school's policies and schemes of work.

To share in the collective responsibility for the well being and discipline of all pupils in the classes that the teacher will be working in.

Be responsible for promoting and safeguarding the welfare of children s/he is responsible for or comes into contact with.

MAIN RESPONSIBILITIES AND KEY TASKS

To support our Christian ethos

In collaboration with the class teacher, to plan, assess and challenge pupils' learning so that good progress is made by all pupils.

To provide a balanced, progressive, varied and stimulating curriculum, catering for all pupils' learning needs, in line with statutory and school requirements.

To assess, record and review pupils' achievements according to school policy and guidelines as appropriate such as marking and feeding back to children where necessary

To maintain good and courteous behaviour patterns, raise self-esteem and improve independent working in children to assist in their education and growth.

To respond sensitively to the medical, social, emotional and learning needs of children and report to the classteacher any cause for concern, keeping accurate records of such cases.

To work alongside the work of support assistants who may be working in the classroom.

To use resources effectively and efficiently to support children's learning.

To carry out supervision of pupils as detailed by the classteacher

To work in collaboration with the school on new initiatives that are implemented following staff consultation as may be appropriate

To promote the community ethos of the school through positive personal relationships

To work as part of a truly inclusive school community.

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Signed_____

Signed_____Headteacher

Date_____