



## Goat Lees Primary School Job Description

**Post title:** Class Teacher  
**Pay range:** MPS  
**Line manager:** Headteacher/SLT

### Supervisory responsibility:

The postholder may be responsible for the deployment and supervision of the work of learning support assistants relevant to their responsibilities.

---

*This job description may be amended at any time following discussion between the Headteacher and the member of staff.*

### Main purpose of the job:

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document.
- Meet the expectations set out in the Teachers' Standards.

### Duties and responsibilities:

- Be responsible for the learning and achievement of all pupils in the class/es ensuring equality of opportunity for all.
- Be responsible and accountable for achieving the highest possible standards in work and conduct.
- Treat pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position.
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils.
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school.

### Teaching:

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach.
- Be responsible for the preparation and development of teaching materials and relevant teaching programmes.
- Follow the school's feedback and marking policy.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment.
- Adapt teaching to respond to the strengths and needs of pupils.
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by pupils.
- Demonstrate good subject and curriculum knowledge.
- Participate in arrangements for preparing pupils' national assessments.
- When teaching early reading, demonstrate a clear understanding of appropriate teaching strategies eg systematic synthetic phonics (we currently use Little Wandle)

## **Behaviour and Safety**

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and follow the agreed Behaviour and Relationship policy.
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils.
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils.
- Carry out playground and other duties as directed.
- Be responsible for promoting the welfare of children within the school, raising any concerns following school protocol/procedures.
- Work in line with statutory safeguarding guidance (eg Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies.

## **Working with Colleagues & Professional Conduct**

- Understand and follow the school's Staff Code of Conduct.
- Participate in any relevant meetings/professional development opportunities.
- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil.

## **Fulfil wider professional responsibilities**

- Communicate effectively with all stakeholders, including: pupils, parents and carers, staff and governors.
- Deploy support staff effectively as appropriate.
- Make a positive contribution to the wider life and ethos of the school.
- Ensure effective and efficient use of resources.

## **Administration**

- Register the attendance of and supervise children, before, during or after school sessions as appropriate.
- Participate in and carry out any administrative and organisational tasks as required.

## **Professional development**

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well being, refining your approaches where necessary responding to advice and feedback from colleagues.
- Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal.
- Proactively participate with arrangements made in accordance with the Appraisal Regulations 2012.

## **Other**

- To have professional regard for the ethos, policies and practices of Goat Lees Primary School, and maintain high standards in your own attendance and punctuality.
- Perform any reasonable duties as requested by the Headteacher or SLT.

## **Note**

This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.