

ENGLISH MARTYRS' R.C. PRIMARY SCHOOL

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Job Description for Class Teacher

Responsible to: Headteacher

General duties: The education and welfare of a designated group in accordance with the requirements and conditions of the most recent School Teachers' Pay and Conditions Document and the Professional Standards for Teachers;
Have due regard to the requirements of the National Curriculum, the school's aims, objectives and schemes of work, SEN, and any school policies.
To share in the corporate responsibility for the wellbeing and behaviour of pupils.

Specific responsibilities: Plan and deliver engaging and challenging lessons
Assess the progress and attainment of all pupils in the class
Attend parent/teacher meetings

This job description may be amended at any time after discussion with you to reflect and anticipate needs in the school, the professional development of staff and changes in the post commensurate with salary and title.

Job Specification

You are required to carry out the duties of a school teacher as outlined in the most recent School Teachers' Pay and Conditions Document, issued by the DfES and the Professional Standards for Teachers.

Teaching and Learning

The post requires you to teach age related core and foundation curriculum objectives to primary age children.

To establish a safe, organised and stimulating environment that fosters curiosity, independence and celebrates pupils' achievements.

To observe the Quality First Teaching principles of:

- highly focused lesson design with sharp objectives.
- high demands of pupil involvement and engagement with their learning.
- high levels of interaction for all pupils.
- appropriate use of teacher questioning, modelling and explaining.

To promote equality and inclusion in the school by making effective personalised provision for all, including those for whom English is an additional language, or who have special educational needs or a disability.

To plan, set and assess homework in line with the school policies.

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To work cooperatively with others to plan and co-ordinate planning and activities and to ensure transition between year groups is smooth and receiving staff are given all necessary information.

To implement our intent of promoting Independence, Dignity, Experience, Aspiration and Joy throughout the role

To use technology for effective teaching and learning

Recording and Assessment

To take responsibility for the progress of all pupils in the class

To make effective use of formative, diagnostic and summative assessments and use these as a tool for raising pupil performance and overcoming barriers to learning.

Set clear targets for pupils' learning, building on prior attainment, and ensuring pupils are aware of the substance and purpose of what they are asked to do.

To support and guide learners so they can reflect on their learning, identify the progress they have made, set positive targets for improvement and become successful independent learners; to mark work in accordance with St Bartholomew's School's feedback policy to facilitate pupil improvement.

To make referrals to other staff as appropriate.

To communicate effectively with parents, other stakeholders and outside agencies when required.

Standards and Quality Assurance

To ensure all children are being safeguarded in line with safeguarding training and most current *Keeping Children Safe in Education* DfE document

To adhere to all school Safeguarding policies and procedures

To be familiar with and support the aims, ethos and policies of the school.

To work as part of a team to raise standards and ensure that the education we provide is of the highest quality.

To know the current legal requirements, national and school policies and guidance on the safeguarding and promotion of well-being of children including their mental wellbeing.

To maintain discipline in line with the school policy.

To keep up to date with the philosophy, teaching methods, changes and developments in the structure of the curriculum.

To reflect on and review own teaching and impact on learners' progress, attainment and well-being, refining approaches where necessary and being open to coaching and mentoring.

To attend training and CPD

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To attend all staff meetings

To be a positive role model to others.

To be punctual and smartly dressed.

To respect the confidentiality of records and information regarding pupils, parents and other stakeholders

To liaise with outside agencies, attend relevant courses and actively seek ways of benefiting from collaboration.

To adhere to the Staff Code of Conduct.

To promote the Catholic ethos of the school

Signed..... Date.....

Signed..... Headteacher