

Steephill School

Job Description – Class Teacher KS1 or KS2

Purpose of the Role

To provide high-quality teaching and learning which inspires, challenges and supports all pupils to achieve their full potential academically, socially and emotionally. Teachers at Steephill School are expected to uphold the school's values of Kindness, Knowledge, Inclusivity, Nurture and Determination and contribute positively to the wider life of the school community.

All Class Teachers are responsible to the Headteacher and will work closely with colleagues, support staff, parents and the wider school community.

Main Duties and Responsibilities

Teaching and Learning

- Plan, prepare and deliver high-quality lessons which meet the needs of all pupils and follow the school's curriculum and schemes of work.
- Create a stimulating, inclusive and engaging learning environment which promotes high expectations and positive attitudes to learning.
- Adapt teaching appropriately to respond to the strengths and needs of all pupils, including those with SEND, EAL and higher-attaining pupils.
- Assess, monitor, record and report on the progress, attainment and wellbeing of pupils in accordance with school policy.
- Use assessment effectively to inform planning and improve outcomes for pupils.
- Provide constructive feedback to pupils to support progress and development.
- Promote pupils' independence, resilience, confidence and curiosity.
- Set appropriate homework in accordance with the school's homework expectations and provide timely feedback.
- Maintain accurate and up-to-date records relating to pupil progress and attainment.
- Support pupils' personal development, emotional wellbeing and social development.
- Prepare pupils for internal and external assessments where appropriate.

- Contribute to the development, evaluation and review of curriculum planning and schemes of work.
- Undertake subject leadership responsibilities where directed by the Headteacher.

Classroom Management and Pupil Welfare

- Establish a safe, purposeful and well-organised learning environment.
- Maintain high standards of behaviour and discipline in line with school policies.
- Safeguard and promote the welfare of pupils at all times.
- Supervise pupils during lessons, assemblies, educational visits, breaktimes and other school activities as required.
- Be familiar with health and safety procedures, including fire safety and emergency evacuation arrangements.
- Ensure classrooms and learning areas are maintained to a high standard and left secure and tidy at the end of the school day.
- Ensure pupils are safely dismissed at the end of the school day in accordance with school procedures.

Professional Responsibilities

- Uphold and actively promote the ethos, aims and values of Steephill School.
- Demonstrate professionalism, integrity and confidentiality at all times.
- Work collaboratively and positively with colleagues, support staff and leadership.
- Manage and direct teaching assistants and other support staff effectively within the classroom.
- Attend staff meetings, INSET days, training sessions and other professional development activities as required.
- Participate fully in the school's appraisal and performance management processes.
- Engage in continuous professional development to improve teaching practice and subject knowledge.
- Contribute to the wider life of the school, including extracurricular activities, enrichment opportunities and school events.
- Lead or support at least one extracurricular club or activity during the academic year where required.

- Act as a mentor to trainee teachers or early career teachers where appropriate.
- Comply with all school policies and procedures.

Communication and Partnership with Parents

- Develop positive and professional relationships with parents and carers.
- Communicate effectively with parents regarding pupils' progress, wellbeing and achievements.
- Attend parents' evenings, review meetings and other school events as required.
- Provide written reports in accordance with the school's reporting procedures.
- Promote and maintain positive relationships within the wider school community.
- Represent the school professionally at all times, including within the local community and online.

Safeguarding Responsibilities

- Be fully aware of and adhere to the school's safeguarding and child protection policies and procedures.
- Attend safeguarding and Prevent training as required.
- Report any safeguarding concerns immediately to the Designated Safeguarding Lead (DSL) or Deputy DSL.
- Maintain appropriate professional boundaries and conduct at all times in line with statutory guidance and the Staff Code of Conduct.

General

This job description reflects the current responsibilities of the post and may be reviewed and amended in consultation with the post holder to reflect the changing needs of the school.

Teachers may be required to undertake other duties reasonably assigned by the Headteacher which are commensurate with the nature and level of the role.

Safeguarding Statement

Steephill School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All appointments are subject to safer recruitment procedures, including enhanced DBS clearance, online checks, satisfactory references, verification of qualifications and identity checks, in accordance with Keeping Children Safe in Education.

The school is committed to equality of opportunity, safeguarding and promoting British values, including the prevention of extremism and radicalisation.