**Teacher Job Description**

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| **School: The Churchill School** | **Location: KENT** |
| **Job title:** Class teacher | **Salary range:** MPS |

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers’ Pay and Conditions document and within the range of teachers’ duties set out in that document. The expectation is that teachers will meet well the professional standards for teachers set out by the DfE.

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| **Job Purpose** |
| To carry out professional duties and to have responsibility for an assigned class.  To be responsible for the day-to-day learning and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.  To promote the aims and objectives of the school and maintain its philosophy of education. |

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| **Main duties and responsibilities** |
| * To ensure all aspects of teaching and learning are at least ‘Good’ (Ofsted Grading) within own classroom. * To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children’s learning. * To plan and prepare lessons in order to deliver the EYFS and/or National Curriculums, ensuring breadth and balance in all subjects. * To identify clear teaching objectives and learning outcomes, with appropriate challenge and high expectations. * To ensure that children’s learning is recorded appropriately, marked consistently and available to subject leaders from monitoring purposes as required. * To teach creatively in order to enthuse and motivate pupils through the provision of a rich range of learning experiences, using interesting and exciting resources and stimuli. * To maintain good order and discipline among the pupils, safeguarding their health and safety, and promoting high levels of engagement. * To provide appropriately for the SEN of individual pupils, taking responsibility for their learning and being accountable for their progress. * To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities. * To plan for development of pupils’ independence and sense of responsibility. * To plan opportunities to develop the social, emotional and cultural aspects of pupils’ learning. * To maintain a regular system of monitoring, assessment, record-keeping and reporting of children’s progress. * To prepare appropriate records for the transfer of pupils. * To ensure effective use of support staff within the classroom, including parent helpers. * To participate in staff meetings as required. * Contribute to the development and co-ordination of a particular area of the curriculum. * To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching, pastoral arrangements and school improvement. * To ensure that school policies are reflected in daily practice. * To communicate and consult with parents over all aspects of their children’s education – academic, social and emotional. * To liaise with outside agencies when appropriate eg. Educational Psychologist. * To continue professional development, maintaining a portfolio of all learning undertaken. * To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned. * To maintain a professional and positive attitude, where the needs of the children come first. * To support the Headteacher in promoting the ethos of the school. * To promote the welfare of children and to support the school in safeguarding children though relevant policies and procedures. * To promote equality as an integral part of the role and to treat everyone with fairness and dignity. * To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures / rules that apply to this role. * To carry out other occasional and reasonable duties as requested by the Headteacher. |

An annual review of this job description and allocation of particular responsibilities will take place as part of the Appraisal Review Cycle.