



## **JOB DESCRIPTION FOR Class Teacher**

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### **Introduction**

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document (STPCD) and the provisions of that document will apply to the post holder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; the Headteacher, or other Senior Manager if appropriate, will be mindful of their duty to ensure that the postholder has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed in accordance with the pay policy. The school's Grievance Procedure will be used to resolve any dispute arising out of the job description.

### **General Duties**

You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation.

### **Job Purpose**

- To plan, implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils.
- To monitor and support the overall progress and development of pupils as a class teacher.
- To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential.
- To contribute to raising standards of pupil attainment and achievement.
- To share and support the school's responsibility to provide and monitor opportunities for the personal and academic development of children and young people.

### **Responsibilities**

- Planning well-structured, relevant lessons.
- Taking responsibility for own professional development and ensuring best practice in classroom teaching and learning.
- Keeping subject knowledge up to date.
- Contributing to the development of the curriculum and resources.
- Attending whole school, phase and year team meetings.
- Providing extra-curricular opportunities that are an essential part of subject provision.

## **Teaching & Learning**

- Carry out teaching duties in accordance with the school's curriculum, the National Curriculum and the Teaching Standards.
- Be able to work independently in planning and delivering high quality lessons.
- Work with Teaching Assistants by clearly directing and monitoring their work with pupils.
- Set targets for pupil attainment levels based on effective use of data and incorporate suitable challenge.

## **Assessing & Reporting**

- Provide feedback to pupils that is timely, pertinent and helps them to progress.
- Set learning and achievement targets and monitor progress towards those targets including keeping accurate records of progress.
- Review the attainment outcomes of pupils taught, and assess and quantify the impact on pupils' learning of own teaching.
- Complete reports for pupils as part of the school reporting cycle.
- Liaise with parents/carers and attend consultation evenings as required.
- Work within the Code of Practice relating to Special Educational Needs.

## **Standards & Quality Assurance**

- Support the aims and ethos of the school.
- Set the highest standards of expectation and ambition.
- Awareness of national developments relevant to subjects/key stage and best practice.
- Undertake lesson visits in line with the school's improvement schedule.
- Promote and model good relationships with pupils, colleagues and parents/carers.
- Uphold the school/trusts behaviour code and uniform regulations.
- Participate in staff training and take a lead in own professional development.
- Develop links with governors and external agencies.
- Actively seek the views of parent and pupils as part of the self-evaluation process.

## **Other Requirements**

- Support the personal, social, spiritual and wellbeing of pupils in every aspect of the role.
- Participate and contribute to the organisation of school visits and trips to complement learning.
- Supervise pupils outside of lesson times.
- Provide pupils' work for classroom display.
- Attendance at meetings and parent consultation evenings.
- Play a full part in the school community, supporting the school's vision of being a Centre of Excellence for the Arts.
- Actively promote the school/trust policies
- Participate in continuous personal development.
- Comply with the school/trust Health and Safety Policy and undertake risk assessments as appropriate.

- Undertake any other duties as specified by the STPCD and/or Headteacher not mentioned above.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.

The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for all.

This job description is current at the date shown, but may be changed by the school's management to reflect or anticipate changes in the job which are commensurate with the salary and job title.

February 2025