

# Aspley Guise Village School

*Growing Together, Aiming High*



## Class Teacher Job Description

<b>NAME:</b>	
<b>POSITION:</b>	Class teacher
<b>REPORTS TO:</b>	Headteacher and Governing body
<b>SUPERVISORY RESPONSIBILITY</b>	Responsible for supervising and deploying teaching assistants allocated to work with you.
<b>SALARY and GRADE Mainscale</b>	Standard national scale in line with current School Teachers' Pay & Conditions
<b>CURRICULUM RESPONSIBILITY</b>	TBC

### KEY PURPOSE OF THE JOB

- To work in close partnership with the Headteacher, Staff, Governors, Parents and External Agencies, following agreed whole school policies, to achieve the school vision and promote the school ethos
- To ensure the highest possible quality of education, range of educational opportunities and standards of attainment, providing equality of opportunity for all;
- To be responsible for promoting and safeguarding the welfare of pupils within the school

### DUTIES AND RESPONSIBILITIES OF CLASS TEACHER

All teachers are required to fulfil the 2012 Teachers' Standards in line with the appropriate Career Level Profile.

All teachers are required to carry out the duties of a class teacher as set out in the current School Teachers' pay and conditions

### TEACHING AND LEARNING

(See Teachers' Standards 2012 for detailed breakdown of expectations)

- Meet expectations of teaching at appropriate career level profile.
  - Set high expectations which inspire, motivate and challenge pupils
  - Promote good progress and outcomes by pupils
  - Demonstrate good subject and curriculum knowledge
  - Plan and teach well structured lessons
  - Adapt teaching to respond to the needs of all pupils
  - Make accurate and effective use of assessment
  - Employ teaching and learning strategies which promote independent learning, provide opportunities for first-hand experience and use a cross curricular approach to the curriculum.
-

## **DEVELOPMENT AND WELLBEING OF WHOLE CHILD**

- Manage behaviour effectively to ensure a good and safe learning environment (see standards)
- Be responsible for promoting and safeguarding the welfare of all children, including raising concerns with the Designated Person.
- Ensure the care and well being of all children in an environment where each child is valued
- Monitor and record pastoral aspects of development including informing parents of issues concerning well being.

## **PROFESSIONAL RESPONSIBILITIES**

- Make a positive contribution to the wider life and ethos of the school
- Responsibility for a curriculum area
- Be committed to supporting extra-curricular activities
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- Deploy support staff effectively
- Be responsible for the content and organisation of cover sessions
- Communicate effectively with parents with regard to pupils' achievement and wellbeing
- Liaise with all stakeholders as necessary and participate in meetings as arranged
- Work collaboratively within teams and partnerships, contributing effectively to the development of the school.

## **PROFESSIONAL DEVELOPMENT**

- Participate fully with arrangements made in accordance with the revised Performance Management Regulations 2012.
- Regularly review the effectiveness of your teaching and assessment procedures and their impact on pupils' progress, attainment and wellbeing, refining your approaches as necessary.
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- Participate fully in training and development opportunities identified and offered by the school, keeping abreast of current thinking and sharing with other staff all significant developments

## **PARTICULAR DUTIES**

- Undertake any other reasonable and relevant duties requested by the head teacher in accordance with the changing needs of the school.

## **KEY ORGANISATIONAL RESPONSIBILITIES**

- Enactment of Health and Safety requirements and initiatives as directed and as outlined in school policies
  - Full compliance with Safeguarding procedures
  - Full compliance with Data Protection legislation and confidentiality procedures
  - Operate at all times in compliance with the School's Equal Opportunities Policies
-

## **CURRICULUM RESPONSIBILITIES: None are allocated to an ECT**

- Carry out the practical duties necessary for the effective running of the area, including ensuring adequate resources, liaising with staff, parents and external bodies as required.
- Monitor and evaluate the effectiveness of provision throughout the school
- Maintain a clear action plan for development, including identifying costs for resources and development.
- Lead initiatives to develop and improve the area, contributing to the School Development Plan where appropriate
- Organise CPD for your area as appropriate
- Keep the head teacher and governors abreast with your curriculum area.

### **NOTE**

The School Teachers' Pay and Conditions Document and the Teachers' Standards give details of the role and professional responsibilities of the teacher. This overview should be read in conjunction with these documents. The job description is subject to annual review, however it may be amended at any time in consultation with the post holder.

---