



## Appointment of Class Teacher- Job Description

**Teacher**

**Salary:** Main Pay Scale

**Contract type:** 0.8FTE Permanent

**Reporting to:** Headteacher

**Responsible for:** Class teaching

<b>Post and Grade</b>	<ul style="list-style-type: none"> <li>• Mixed Age group class teacher and subject coordinator. Main Scale.</li> </ul>
<b>Job Purpose</b>	<ul style="list-style-type: none"> <li>• To deliver high quality teaching for a mixed age group class as described in the Teacher's Standards</li> <li>• To lead the teaching of one or more subjects across the school, in order to secure high quality teaching, the effective use of resources and improve standards of achievement for all pupils</li> <li>• To foster a learning environment and educational experience which provides children with the opportunity to fulfil their individual potential.</li> </ul>
<b>To whom the postholder reports</b>	<ul style="list-style-type: none"> <li>• The postholder is responsible to the Headteacher in all matters</li> <li>• The postholder is also responsible to his/her colleagues in order to promote a shared understanding of the school curriculum and the teaching of a subject, with the aim of improving teaching and learning across the school</li> </ul>

<p><b>Duties and responsibilities specific to the post</b></p>	<p>Strategic Direction:</p> <ul style="list-style-type: none"> <li>• Develop, implement, monitor and maintain subject teaching policies and practices ensuring they reflect the school’s commitment to high achievement and are consistent with national and school strategies and policies</li> <li>• Establish plans for the development and resourcing of subject teaching</li> <li>• Monitor the progress made in achieving plans and targets and evaluate the impact on teaching and learning</li> <li>• Disseminate good practice in your subject responsibility areas through INSET, coaching and mentoring mechanisms</li> </ul> <p>Teaching and Learning:</p> <ul style="list-style-type: none"> <li>• Provide guidance on a choice of appropriate teaching and learning methods including modelling good practice</li> <li>• Ensure schemes of work offer appropriate challenge, demonstrate good progression and evaluate their impact on teaching and learning</li> <li>• Evaluate the quality of teaching and standards of achievement/attainment for pupils and set targets.</li> </ul> <p>Leading and Managing Staff:</p> <ul style="list-style-type: none"> <li>• To work with and direct support staff appropriately to aid and enhance teaching and learning.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Promote a creative and collaborative working environment; create, maintain and enhance effective relationships.</li> </ul> <p>Resource Management:</p> <ul style="list-style-type: none"> <li>• Identify resources needed to meet the needs of the curriculum and advise the Headteacher and Governing Body of priorities for expenditure</li> <li>• Monitor and control the use of these resources</li> </ul> <p>Class Teaching:</p> <ul style="list-style-type: none"> <li>• To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the areas of learning in line with the policies of the school.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Foster a nurturing learning environment and set high expectations which inspire, motivate and challenge pupils and develop their curiosity and knowledge</li> <li>• Plan and teach well-structured lessons for a mixed age group class which promote collaborative learning</li> <li>• Demonstrate good subject and curriculum knowledge</li> <li>• To facilitate, support and monitor the overall progress and development of pupils and designated groups of pupils (FSM PP etc), prepare and implement I.E.P.s for individual pupils.</li> <li>• Provide pastoral care and support to children</li> <li>• Develop and produce visual aids and teaching resources</li> <li>• Organise learning materials and make imaginative use of these resources</li> <li>• Adapt teaching to respond to the strengths and needs of all pupils so that they fulfil their individual potential</li> <li>• Make accurate and productive uses of assessment</li> <li>• Share knowledge gained with other practitioners, external agencies and parents and prepare reports</li> <li>• Liaise with staff to ensure smooth transition between year groups and key stages</li> <li>• Manage behaviour effectively to ensure a positive and safe learning environment</li> <li>• Fulfil wider professional responsibilities: make a positive contribution to the wider life and ethos of the school</li> <li>• To support and contribute to the school's responsibility for safeguarding children</li> <li>• Ensure the health and safety of children and staff is maintained during all activities; both inside and outside the school</li> <li>• Attend in-service training and keep up to date with changes in curriculum and the developments in best practice</li> <li>• To be adaptable, flexible and have a sense of fun and humour</li> </ul>
<p><b>Generic duties and responsibilities</b></p>	<p>To work within the framework of national legislation and in accordance within the provisions of the School Teachers Pay and Conditions Document. In addition, the post is subject to compliance with:  School policies and guidelines on Safeguarding, the curriculum, school organization, Teachers' Standards, SEND Code of Practice and National Curriculum.</p>