



All Saints Church of England Primary School

Job Description

Job Title/Post	Class Teacher
Responsible to	Headteacher/Assistant Headteacher/Phase Leader
Salary	Main Pay Range

Main Activity and Responsibilities

The duties and responsibilities of this post are to fulfil the professional responsibilities of a teacher, as set out in the current School Teachers' Pay and Conditions Document (STPCD) and to meet the expectations set out in the Teachers' Standards.

Core Tasks

- To provide teaching and learning to an assigned class which will ensure expectations and aspirations are raised, and children can make progress
- To support an environment that is welcoming and safe for pupils to be educated in.
- To be a member of the school team.
- Follow the school values of honesty, kindness, trust, respect, inclusion and perseverance

Duties and responsibilities

Teaching	<ul style="list-style-type: none"> • Plan, prepare and develop teaching materials following the national curriculum and the schools schemes of work • Teach well-structured lessons to assigned classes • Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment • Adapt teaching to respond to the strengths and needs of pupils • Set high expectations which inspire, motivate and challenge pupils • Promote good progress and outcomes by pupils • Demonstrate good subject and curriculum knowledge • Participate in arrangements for preparing pupils for external tests
Whole-school organisation, strategy and development	<ul style="list-style-type: none"> • Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision • Make a positive contribution to the wider life and ethos of the school • Work with others on curriculum and pupil development to secure co-ordinated outcomes • Provide cover, in the unforeseen circumstance that another teacher is unable to teach
Health, safety and discipline	<ul style="list-style-type: none"> • Promote the safety and wellbeing of pupils • Maintain good order and discipline among pupils, managing behaviour effectively in accordance with the school policy to ensure a good and safe learning environment
Professional development	<ul style="list-style-type: none"> • Take part in the school's appraisal procedures • Take part in further training and development in order to improve own teaching • Where appropriate, take part in the appraisal and professional development of others

Communication	<ul style="list-style-type: none"> Communicate effectively with pupils, parents and carers including attending parental conferences and workshops
Working with colleagues and other relevant professionals	<ul style="list-style-type: none"> Collaborate and work with colleagues and other relevant professionals within and beyond the school Develop effective professional relationships with colleagues
Personal and professional conduct	<ul style="list-style-type: none"> Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality To follow and implement all current school policies and procedures Understand and act within the statutory frameworks setting out their professional duties and responsibilities
Management of staff and resources	<ul style="list-style-type: none"> Direct and supervise support staff assigned to them, and where appropriate, other teachers Contribute to the recruitment and professional development of other teachers and support staff Deploy resources delegated to them
Curriculum Lead	<ul style="list-style-type: none"> Provide information and support within an assigned area of the curriculum to improve teaching and learning
Welfare and Safeguarding	<p>We take our safeguarding responsibilities very seriously, and we work hard to make sure our school has effective safeguarding systems in place. We expect everyone working in the school to share a common objective to help keep children and young people safe by contributing to:</p> <ul style="list-style-type: none"> Providing a safe environment for children and young people to learn in Identifying children and young people who are likely to suffer significant harm and taking appropriate action with the aim of making sure they are kept safe both at home and in the education setting.

Additional Responsibilities
<p>This job description is not a comprehensive list of all the tasks that a teacher will carry out but provides an illustration of the nature and level of responsibility of the role. The post holder may be required to do other duties appropriate to the level of the role, as directed by the Headteacher or Line Manager.</p>