

Job Description: Class Teacher

Job Title: Key Stage One Teacher

Job Purpose:

The Class Teacher will:

- teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive ethos and core values of the school, both inside and outside the classroom;
- contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- ensure that the current national conditions of employment for schoolteachers are met.

Duties:

The Class Teacher will:

- implement agreed school policies and guidelines;
- support initiatives decided by the Headteacher and staff;
- plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- be able to set clear targets, based on prior attainment, for pupils' learning;
- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of pupils;
- maintain good order and discipline amongst pupils, in accordance with the school's care and management policy;
- participate in meetings which relate to the school's management, curriculum, administration or organisation;
- communicate and co-operate with specialists from outside agencies;
- lead, organise and direct support staff within the classroom;
- participate in the performance management system for the appraisal of their own performance, or that of other teachers.

Job Title: Key Stage 1 Maths Leader

a) In addition to the requirements of a class teacher and any other agreed responsibilities

Job Purpose

To be accountable for a discrete subject area of the school's work and, where required, to support, hold accountable, develop and lead a team of people focusing on that area

Areas of Responsibility and Key Tasks

b) Strategic Direction and Development of the subject area (with the support of, and under the direction of, the head teacher and senior leadership team)

- develop and implement policies and practices which reflect the school's commitment to high achievement through effective teaching and learning;
- develop plans for your subject area which identify clear targets, time-scales and success criteria for its development and maintenance in line with the school development plan and to implement these actions and improvements;
- monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work, outcomes and relevant data and reporting these issues to your line manager;
- to maintain clear self-evaluation of your subject and to feed this information into school self-evaluation as required including reporting to SLT and governors.

c) Teaching and Learning

- ensure continuity and progression in the area by supporting colleagues in choosing the appropriate sequence of teaching and teaching methods and setting clear learning objectives through an agreed scheme of work, developed in line with the school development plan;
- evaluate the teaching in your subject area by the monitoring of teachers' plans and through work analysis, identify effective practice and areas for improvement, and take appropriate action to improve further the quality of teaching and pupils' learning.
- to evaluate the quality of the teaching and learning in your subject area by using school data that is available through the data manager and SLT.

d) Leading and Managing Staff

- lead by example as a teacher and manager;
- enable all teachers to achieve expertise in planning for and teaching in this subject area through example, support and by leading or providing high quality professional development opportunities;
- demonstrate an excellent ability to advise and support other teachers;
- provide clear feedback, good support and sound advice to others;
- provide examples, coaching and training to help others become more effective in their teaching;
- help others to evaluate the impact of their teaching on raising pupils' achievement;

1.16 Job Description: Class Teacher

- contribute to the Performance Review of all teachers in this area of work where necessary;
 - ensure that the head teacher, SLT and governors are well informed about policies, plans, priorities and targets for the area and that these are properly incorporated into the school development plan.
-
- 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.