



Gary Nichol

Victoria Bassett



Ola Watson



Jon Powles

Tom Foster



Sam Witchalls

## Class Teacher Job Description

### KEY PURPOSE OF THE JOB

To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document, having due regard to the requirements of the National Curriculum and school policies.

### MAIN ACTIVITIES

1. To take responsibility for planning and implementing appropriate work programmes for all children in the designated class/es, within the framework of national and school policies.
2. To maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy.
3. To manage additional adults within the classroom.

### PRINCIPAL ACCOUNTABILITIES

1. To plan work for the class in accordance with national, and school curriculum policies and in co-operation with subject, year and phase leaders to ensure that the children experience a broad, balanced, relevant and stimulating curriculum.
2. To work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work.
3. To ensure a close match between the learning experience offered and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.
4. To make appropriate educational provision for children with SEN, EAL and for those children identified as Gifted and Talented, following the support and guidance of the SENCO.
5. To lead, organise and liaise with support staff to provide intervention groups.
6. To make sure that the majority of the children's work is closely linked to cross-curricular and experiential learning.
7. To assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies.
8. To communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment.
9. To promote and commit to the school's vision and values.
10. To provide children with opportunities to manage their own learning and become independent learners.

**Chair of Governors:** Yvonne Steel

**Vice Chair of Governors:** Mark Peters

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**Communication Friendly**



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11. To create a secure, happy and stimulating classroom environment, maintaining the highest standards of organisation, and discipline.

12. To foster each child's self-image and esteem and establish relationships which are based on mutual respect.

13. To take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.

14. To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.

### **Equal Opportunity**

The post holder will be expected to carry out all duties in the context of and in compliance with the school's Equality Policy.

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