

## **George Eliot Primary School**

Job description: Classteacher

With responsibility to the Executive Headteacher/ Head of School

*You will be required to carry out the duties of a school teacher as set out in paragraphs 33 to 36 (inclusive) of the Schoolteachers' Pay and Conditions Document 1993 and all subsequent updates*

- (1) To take responsibility for the welfare and safety of all the children in our care and specifically those in the teacher's own class.
- (2) To demonstrate an awareness of the needs of pupils and their families in a multi-cultural setting.
- (3) To be an effective teacher, with consistently high expectations, catering for the range of needs of all children in the class.
- (4) To plan and teach within the framework of the National Curriculum and present school policies, paying particular attention to equal opportunities and anti-racism.
- (5) To plan and prepare teaching and learning in both the long and short term as a member of a team, and to attend regular planning and staff meetings in accordance with the school's aims, objectives, curriculum guidelines and philosophy.
- (6) To plan and resource a classroom environment which facilitates independent and co-operative learning and enables all children to maximise their full potential.
- (7) To establish and maintain good relationships with colleagues, parents and children, and with outside agencies.
- (8) To monitor and evaluate children's progress, keep up to date records and carry out assessment procedures in accordance with the requirements of the National Curriculum and the school's policies.
- (9) To attend parents' meetings and report to parents on children's development, progress and attainment.
- (10) To manage teaching assistants and any other adults working with the class in line with the school's guidelines.
- (11) To attend performance review meetings with the school's allocated line manager. To prepare for these meetings and act, with support as appropriate, on targets and outcomes.
- (12) To work in collaboration, with the whole staff team, to achieve the priorities of the school as identified in the School Improvement Plan.

February 2018