



JOB DESCRIPTION FOR A CLASS TEACHER

VISION STATEMENT:

We are committed to building futures in a welcoming environment, in which all pupils feel valued and challenged to be resilient thinker, active learners with transferable skills and have an appetite for world learning.

INCLUSION STATEMENT:

At West Thornton Academy all children are valued, inspired and respected within our happy, welcoming school community.

We set high expectations for all our pupils. Teachers give every pupil the opportunity to experience success in their learning, by providing a relevant and challenging curriculum with individual learning targets. We employ a range of teaching styles to motivate, support and develop the skills of all pupils.

NAME:

DATE:

SALARY GRADE: M1 – UPS3

JOB CONTEXT: This job description recognises the requirements of the current Pay and Conditions Regulations and reflects the vision, aims and policies established by the governors of the school.

PURPOSE: To take responsibilities for a class of pupils. To promote effective teaching and learning for these pupils and secure high pupil achievement. To advise and co-operate with the Headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements. To co-ordinate and or manage the work of other staff.

May from time to time be required to undertake other duties commensurate with the grade and level of responsibility defined in this job description.

ACCOUNTABLE TO

For management: The Leadership Group

For performance management: To be advised

EFFECTIVE FROM:

TO BE REVIEWED: Annually

AUTHORITY TO

- Implement rewards and sanctions within the school policies and procedures.
- Liaise with parents or other responsible adults and with professional staff in accordance with the school policies and procedures.

ENTITLEMENT

- Performance Management annual Review.
- Training and development within the school's inset and in accordance with the staff development policy.
- Appropriate professional support from the Headteacher.
- To be consulted before any change is made to this job description.

CORE RESPONSIBILITY OF THE CLASS TEACHER

- Safeguarding and promoting the well being of children
- Organisation and management of the classroom.
- Preparation of lessons.
- Effective use of ICT.
- Inclusion.
- Assessment of pupils work.
- Standards achieved by pupils.
- Behaviour management.
- Subject area (where applicable).
- Administration.
- Work with and contribute to the team.
- Whole school ethos.
- Health and safety.
- Equal opportunities.
- Communicate effectively with parents.

KEY ACCOUNTABILITIES

1) SAFEGUARD AND PROMOTE THE WELL BEING OF CHILDREN

2) BE A GOOD OR OUTSTANDING PRACTITIONER

3) POLICY AND LEADERSHIP

- Use and implement all school policies
- Plan and assess pupils learning using knowledge of school policies, schemes of work, Foundation Year and National Curriculum requirements for the relevant areas.

4) MANAGEMENT OF TEACHING AND LEARNING AND EVALUATION

- Provide for the learning experience and be responsible for the standards of pupils in the class or teaching group.
- Use knowledge of school policy and Foundation Stage/National Curriculum requirements to plan differentiated work to meet the needs of individuals and groups.
- Ensure all planning is made available on request.
- Promote progression, continuity and quality of learning.

- Teach our learning how to learn agenda through delivering the academy's BLP policy.
- Use relevant classroom management strategies to ensure a purposeful environment for teaching and learning to take place.
- Use a variety of suitable teaching and learning styles that communicate clear learning objectives and expectations.
- Monitor and evaluate pupils learning (in line with the academy's marking and feedback policy).
- Monitor and assess pupils' work and use assessment to inform planning and identify individual needs.
- Set targets for individuals and groups.
- Keep records of pupils' progress and report achievement in line with school policy and statutory requirements.
- Use ICT effectively to develop and enhance learning.

5) MANAGEMENT OF PEOPLE

- Lead and manage and work collaboratively with a group of pupils and when appropriate, other adults and colleagues.
- Plan to manage pupil behaviour taking into account the personal, social and emotional needs of pupils.
- Work as a member of a team, planning co-operatively, sharing information, ideas and expertise.
- Establish good relationships with parents to promote pupils learning and development.
- Help to run a club if the opportunity arises.

6) MANAGEMENT OF FINANCIAL AND PHYSICAL RESOURCES

- Develop, monitor and control financial and physical resources within the teaching area.
- Organise and maintain a **stimulating and engaging** working environment for the range of activities taking place (with a strong emphasis on pupil voice).
- Manage resources in order to develop pupils responsibility for resources and the environment.
- Be responsible for, and to change corridor displays once a term.

7) ADMINISTRATION

- Ensure that administrative requirements are fulfilled promptly and accurately.
- Keep records, provide written reports to parents and carry out procedures to satisfy school policies.

Name:

Signature:

Date:

Line Manager: