Christchurch Primary School

**TITLE OF JOB : Class teacher**

**LOCATION : Christchurch Primary School**

**GRADE : M1 – M6**

### Responsible to: The Headteacher and the Governing Body of the school

**Purpose of the job:** To deliver high quality teaching and learning to all pupils within the school and to carry out such other associated duties as are reasonably assigned by the head teacher.

**All teachers work within the statutory conditions of employment set out in the current School Teachers’ Pay and Conditions Document.**

**Relationships:** The postholder is responsible to the Headteacher for his/her teaching duties and responsibilities for teaching tasks.

* Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below
* Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals
* 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
* Promote the school’s mission statement ‘Learning together, developing potential, touching hearts and engaging minds’
* Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors

### As a Class Teacher:

* Implement agreed school policies and guidelines
* Have high expectations for all pupils
* Have good curriculum knowledge
* To plan, prepare and teach the National Curriculum in line with statutory requirements and the school‛s schemes of work, ensuring teaching of the highest standard
* Support initiatives decided by the Headteacher and staff
* Plan a creative and appropriate curriculum that meets the needs of all pupils
* To ensure the individual needs of the pupils are met through differentiated work, allowing for the highest standards to be achieved by all
* To create a stimulating, organised, interactive and informative learning environment that encourages each child to achieve their full potential
* Be able to set clear targets, based on prior attainment, for pupils’ learning
* Be reflective in own practice
* 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 planning
* Work with school leaders to track the progress of individual children and intervene where pupils are not making progress
* Report to parents on the development, progress and attainment of pupils
* Promote the school’s code of conduct amongst pupils, in accordance with the school's behaviour policy
* Participate in meetings which relate to the school's management, curriculum, administration or organisation
* Communicate and co-operate with specialists from outside agencies
* Make effective use of ICT to enhance learning and teaching
* Lead, organise and direct support staff within the classroom
* Participate in the performance management system for the appraisal of their own performance
* To be a positive role model in all your actions and behaviour.
* To be aware of and comply with policies and procedures relating to Child Protection and Safeguarding, Health and Safety, and report all concerns to the appropriate person.