

Cannon Lane Primary School

Job Description

Class Teacher



Job title	Class Teacher
Salary scale	MPS/UPS
Responsible to:	Headteacher
Line Managed by:	Assistant Headteacher
<p><u>Key purpose of the job</u></p> <p>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, school policies and the Teachers' Standards.</p>	
<p><u>Main activities</u></p> <ul style="list-style-type: none"> • To take responsibility for planning and implementing appropriate work programmes for all children in the designated class, within the framework of national and school policies. • To maintain assessment records and report on pupils' progress to senior staff and to parents and carers, in accordance with school policy. <p><u>Principal accountabilities</u></p> <ul style="list-style-type: none"> • To plan work in accordance with national and school curriculum policies and in co-operation with whole staff to ensure that children experience a broad, balanced, relevant and stimulating curriculum. • To have the highest expectations of pupils and ensure a close match between the learning experiences offered, and the individual needs of the children in the class. • To make appropriate educational provision for all children including those with SEN, EAL and those eligible for Free School Meals. • Where possible, to make sure that the majority of the children's work is closely linked to first-hand practical experience. • To provide children with opportunities to manage their own learning and become independent learners. • To create a secure, safe, happy and stimulating classroom environment, maintaining the highest standards of organisation, and discipline. • To foster each child's self-image and esteem and establish relationships which are based on mutual respect. • To maintain a high standard of display both in the classroom and in other areas of the school. • To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning. • To work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work. • To assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies. • To communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment. • To ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice. 	

- To liaise with support staff both school based and from other external bodies as required.
- To take responsibility for the management of other adults in the classroom.
- To take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.
- To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.
- To take responsibility for contributing to the successes of the school. Review the policy and adapt it as appropriate.

Key organisational objectives

The Post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed
- Ensuring compliance with Data Protection legislation
- At all times operating within the school's Equal Opportunities framework
- Commitment and contribution to improving standards for pupils as appropriate
- Acknowledging Customer Care and Quality initiatives
- Contributing to the maintenance of a caring and stimulating environment for pupils

Conditions of service

Governed by the National Agreement on Teachers' Pay and Conditions, supplemented by local conditions as agreed by the governors.

Equal Opportunity

The post holder will be expected to carry out all duties in the context of and in compliance with the Council's Equal Opportunities Policies.

Other duties

- Undertake any task reasonably requested by the Headteacher or designated nominee
- Read, understand and adhere to the staff handbook and school policies relating to equal opportunities, health and safety, child protection and dealing with pupils, staff and parents
- Support the safeguarding of staff and children
- Maintain positive working relationships with all staff, parents, children, governors and visitors
- Attend training courses as required
- Attend school functions as required

Review arrangements

The details contained in this job description reflect the content of the job at the date it was prepared. However, it is inevitable that, over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time