



'Une petite êkole duve d'grans ambisions'

Sark School Class Teacher Job Description - 2023

Purpose of role

- 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;
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and the wider community;
- Ensure that the agreed standards and conditions of employment for school teachers on Sark are met.

Description of role

The class teacher is integral in ensuring the quality of the educational experience and outcomes for children in their class.

The class teacher will:

- demonstrate exemplary teaching and professional behaviour, as determined by the UK Standards for Teachers;
- ensure the individual learning needs of every child shapes their educational experience; setting clear targets, based on prior attainment with high expectations for progress to ready the pupils for the next stage of their education;
- plan and teach highly effective lessons, which are appropriately differentiated, marked and reshaped so as to ensure significant progress during individual lessons and through teaching over time.
- provide a stimulating classroom environment that inspires learning and supports and encourages children to independently use resources and be actively involved in their learning
- monitor children's progress, keep records, evaluate children's achievements; and communicate regularly and appropriately to all stakeholders (as determined by school policies).
- create an inspiring but accountable, safe and positive learning environment in which diversity, co-operation and life-long learning is celebrated and good order and discipline maintained, in accordance with the school's behaviour policy.
- lead a curriculum area and education phase

Responsibilities

The post holder will carry out the duties of the class teacher in consultation with the Island's education leaders (including the Head of School) and other stakeholders.

Specific duties and responsibilities are set out below:

Pupils

- Maintain good or better practice for the pastoral care of pupils at Sark School.
- Implement and support the review and develop policies and procedures for promoting pupils' personal attitudes and behaviour, effective learning behaviour, independence, and self-discipline in the context of a proper regard for authority.
- Ensure the maintenance of good order and discipline during the school day, when pupils are present on the school premises or engaged in authorised school activities on and off school premises.

Professional Behaviour

- Implement all aspects of the Teachers' Standards (UK) in your practice and behaviour.
- Have class teacher responsibility for one of the three very small mixed age classes at Sark School.
- Demonstrate good or better teaching and provide inspiring and high quality opportunities for learning which are appropriate for the age and stage of all pupils in your class.
- Work with the Head of School and other school staff to develop, organise and implement an appropriate curriculum for the school, taking into account the needs, experience, interests, aptitudes and stage of development of the pupils; and the resources available to the school;
- Manage any non-teaching staff within your classroom and ensure that they are focused and utilised to maximise pupil progress.
- Undertake appropriate leadership or organisational duties delegated by the Head of School.
- Participate in a culture of training, coaching and peer support to develop professionally and enable our children and community to succeed.
- Participate in arrangements for the appraisal of the performance of teachers as determined by the Appraisal Policy; and any planned development opportunities appropriate to your needs and agreed as part of your appraisal process.

Relationships

- Ensure parents are valued as partners in their children's learning and given regular information about the curriculum, the progress of their children and other matters affecting the class.
- Provide information as requested and work with the Education Committee and those with formal responsibility for the educational outcomes of pupils at Sark School.
- Maintain productive intellectual and professional liaison with other schools in the UK and on Guernsey to ensure that your practice remains current and is at least as informed as it would be if you were employed on the UK mainland.
- Recognise and support the work of the parents' and carers' in supporting school initiatives and their children's learning.
- Identify and offer opportunities for approved volunteers to support the work in your classroom in terms of curriculum and extra-curricular activities.

Additional responsibilities

- Have due regard for equal opportunities (incorporating inclusion); health and safety and safeguarding in all your words and actions.
- Be part of a team that ensures the school is an integral part of the Island and its community.
- At the end of your first contract, either apply for a second term of three years or provide a comprehensive handover to your successor.

