



Job Description

Class Teacher

Role Details

Job Title:	Class Teacher
Salary Grade:	Teachers Main Scale + 1 SEN
Organisation / School:	Welcombe Hills School
Responsible to:	Phase Leader
Responsible for:	Subject area to be discussed *

This job description should be read in conjunction with School Teachers Pay and Conditions Document (STPCD) as well as the QTS professional standards.

Role Purpose

To teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;

To maintain the positive ethos and core values of the school, both inside and outside the classroom;

To contribute to constructive team-building amongst teaching and non-teaching staff, families and governors;

To have a working knowledge of:

- the national conditions of employment for schoolteachers as set out in the current copy of the School Teachers' Pay and Conditions Document ;
- The national standards for Qualified Teacher Status.

Role Responsibilities

The Class Teacher will:

- implement agreed school policies and guidelines;
- Agreed to and follow the staff code of conduct policy and School Safeguarding policy at all times;
- support initiatives decided by the Headteacher and staff;
- plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- be able to set clear targets, based on prior attainment, for pupils' learning;
- 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 weekly and termly planning;
- report to families on the development, progress and attainment of pupils;

- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- take part in and contribute to meetings that relate to teaching/curriculum; cooperate with and, where appropriate, advise the head teacher and other colleagues in the review, development and management (*) of a subject in the school/key stage;
- communicate and co-operate with specialists from outside agencies;
- plan for, organise and direct the work of support staff within the classroom;
- participate in the performance management system for the appraisal of their own performance, or that of others;
- Responsible for the completion and review of pupil and class risk assessments and ensuring that all appropriate staff/3rd parties are familiar with their contents

Terms of Employment

Terms of employment can be found in the Burgundy Book for Teaching Staff and your contract of employment

Health & Safety at Work

To take responsibility for your own health, safety and wellbeing, and undertake health and safety duties and responsibilities for your role as specified within SWAT's Health and Safety Policy, and all other relevant health and safety policies, arrangements, procedures, systems of work as specified for the post/ role.