



# Rhyl Community Primary School

## Class Teacher Job Description

**TITLE OF POST:** Class Teacher: Fixed Term until August 2022  
**GRADE/PAY RANGE:** MPS/UPS (Inner London)  
**REPORTING TO:** Executive Head Teacher

### JOB PURPOSE:

To carry out, as directed by the Executive Head Teacher, the professional responsibilities of a main school teacher as set out in the current School Teachers' Pay and Conditions document and the Professional Standards for Teachers.

### MAIN RESPONSIBILITIES:

The Pay and Conditions Act 1987 lists the duties to be included in all Job Descriptions for teachers.

#### Teaching & Learning

- To establish a caring and nurturing learning environment in which all children feel happy and safe
- To plan and prepare sessions and activities appropriate to the needs, interests, experience and knowledge of the pupils
- To assess pupils' work and to record their development, progress, attainment and next steps
- To develop relationships with and between pupils conducive to optimum learning
- To promote children's spiritual, moral, social and cultural development
- To maintain an inviting, purposeful and stimulating classroom environment and to contribute to displays in the school as a whole
- To evaluate and reflect on your teaching practice and make improvements where required in order to optimise pupil progress and enjoyment
- Promote a creative and collaborative working environment
- To provide or contribute to oral and written assessments and reports relating to the development and learning of individual and groups of pupils

#### Partnerships

- To build and maintain positive relationships with parents and carers, ensuring that they are well informed about their children's progress and well-being
- To work in partnership with colleagues and with the year group team in order to foster and maintain positive working relationships and whole school ethos

#### Professional Development

- To keep up-to-date with current educational thinking and practice by attending relevant training and by carrying out own research
- To take part in Appraisal and Pupil Progress Reviews as arranged by the Head Teacher
- To take a full and active part in the life of the school by e.g. attending, organising and supporting special events.

#### Equalities and Safeguarding

- To understand and show a commitment to safeguarding pupils, with recent knowledge of relevant legislation and guidance
- Understand the principles of Equality and how it may inform whole school policy and practice

#### General

- To undertake any professional duties delegated by the Executive Head Teacher or the Governing Body

*This job description may be amended at any time following discussion between the Head Teacher and the member of staff, and will be reviewed annually as part of the appraisal process.*