

# **Henry Cavendish Primary School**

## **Class Teacher Job Description**

### **Learning and Teaching**

1. To employ a range of teaching and learning strategies; showing an awareness of different learning styles.
2. Provide pupils with creative exciting and motivating learning experiences.
3. Plan work in accordance with school schemes of work, EYFS, the New School Curriculum.
4. Identify clear learning objectives and success criteria for each lesson.
5. Liaise with relevant colleagues on the planning of units of work for collaborative delivery.
6. Set differentiated tasks which ensure high levels of interest and challenge all pupils.
7. Work in collaboration with Teaching Assistants and Inclusion staff.
8. Set challenging targets for all pupils, monitor attainment and progress to ensure all groups and individuals are achieving.
9. Keep appropriate and efficient records, integrating assessment for learning into planning.
10. To ensure that marking is consistent, up to date and in line with school policy.
11. Report to parents on the development, progress and attainment of pupils.
12. Participate in the performance management process for the appraisal of own performance, or that of other colleagues.
13. Set work for pupils absent from school for health or disciplinary reasons.
14. Set high expectations for pupils' behaviour by establishing a purposeful working atmosphere in accordance with the school's behaviour code.
15. Develop and maintain a tidy organised, attractive and stimulating learning environment within the classroom, with well-prepared interactive displays, and contribute work for presentation around the school.
16. Have high expectations for the quality and presentation of pupils work.

### **Professional Standards**

1. Treat all members of the community, colleagues and pupils, with respect and consideration.
2. Treat all pupils fairly, consistently and without prejudice.
3. Set a good example to pupils in terms of appropriate dress, standards of punctuality and attendance.
4. Promote the aims of the school by attendance at and participation in events such as open evenings, performances, PTFA functions etc.
5. Support the ethos of the school by upholding the behaviour code, uniform regulations etc.
6. Take responsibility for own professional development and participate in staff training.
7. Take an active & positive role in your own performance management.
8. Reflect on own practice as well as the practices of the school with aim of improving all that we do.
9. Read and adhere to the various policies of the school as expressed in the staff handbook, and policies file.
10. Participate in the management and leadership of the school by attending team and staff meetings and governors meetings when required. This would include being an active member of at least one school improvement team.
11. To develop links and communicate effectively with governors, LA, neighbouring schools and any outside agencies linked to the school.
12. Maintain confidentiality.
13. Ensure that all deadlines are met as published in the school calendar.
14. Undertake professional duties that may be reasonably assigned to you by the headteacher (e.g. cover, etc.).