

**Ash Grange Primary School**  
**Classteacher Job Description**

**Core Purpose**

- To be responsible for the learning and achievement of all pupils in the class/es ensuring equality of opportunity for all
- To be responsible and accountable for achieving the highest possible standards in work and conduct
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school
- Act within the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Document and Teacher Standards
- To carry out teaching duties, as required, in accordance with the school's curriculum and the National Curriculum.
- To demonstrate high standards of personal integrity, loyalty, discretion and professionalism.

**General Duties**

- To carry out the duties of a school teacher as set out in the current School Teachers' Pay and Conditions document; this includes planning, assessment and target setting
- To pursue the aims of the school in a positive manner and promote the agreed ethos
- To work co-operatively within a whole staff team to achieve continuous improvement in quality of learning and teaching
- To teach pupils according to their individual needs, including the planning and assessment of work in line with agreed policies of the school
- To monitor and assess children's progress, ensuring that all pupils achieve well and make good or better progress over time.
- To implement the school's policies
- To participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- To participate in the school's Appraisal process.
- To make a positive contribution to the wider life and ethos of the school
- To perform any reasonable duties as requested by the head teacher

**Subject Leadership Responsibilities (after NQT year)**

- To use relevant school, local and national data to inform targets for development and further improvement for individuals and groups of pupils.
- To develop plans for the subject which identify clear targets, times-scales and success criteria for its development and/or maintenance in line with the school development/improvement plan.
- Ensure continuity and progression in the subject by supporting colleagues in choosing the appropriate sequence of teaching and teaching methods and setting clear learning objectives through an agreed scheme of work.
- To monitor progress and evaluate the effects on teaching and learning by working alongside

colleagues, analysing work and outcomes.

- To impart subject knowledge to other staff, lead inset meetings and be aware of staff CPD needs.
- Help colleagues to create a stimulating learning environment for the teaching and learning of the subject.
- To organise, allocate and monitor resources for the subject within the allocated budget.
- Present initiatives, policies and progress in the subject area to Governors and parents.
- Develop effective links within the borough network, local cluster, and school community, including parents.

#### **Additional Responsibilities**

- Maintain the ethos of school by fostering collaboration and an atmosphere of mutual respect, where achievements are acknowledged and celebrated.
- Implement and monitor positive behaviour management strategies, supporting all children's social and emotional aspects of learning.
- Demonstrate commitment to your own professional development.
- Attend and lead meetings as required
- Carry out duties and responsibilities in accordance with Health and Safety Policy and relevant Health and Safety legislation.
- Ensure that duties are undertaken with due regard to and compliance with the Data Protection Act and other legislation.
- Operate within the school's equal opportunities framework at all times.
- Establish and maintain good relationships with colleagues, children and families.