



### **Grange Park Primary School Job Description: Class Teacher**

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of duties set out in that document. The post holder will be expected to undertake duties in line with the professional standards for qualified teachers.

#### **Responsibilities**

- Maintain the positive ethos and core values of the school, both inside and outside the classroom
- Recognise that the safeguarding of children and the health and safety of all members of the school community is the responsibility of every employee
- Implement agreed school policies and guidelines
- Support initiatives as outlined in the School Development Plan
- Take a role in the wider community of the school
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
- Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy
- Provide pastoral care and support to children, including providing them with a secure environment in which to learn
- Have high expectations of progress and attainment for all children
- Plan appropriately to meet the needs of all pupils
- Be able to set clear targets, based on prior attainment, for pupils' learning
- Keep appropriate and efficient records, integrating formative and summative assessment into planning
- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress
- Lead, organise and direct support staff within the classroom
- Liaise with the teaching and non-teaching staff of the school; governors, parents, children, advisers and other professionals as appropriate
- Report to parents on the development, progress and attainment of pupils
- Participate actively in meetings which relate to the school's management, curriculum, administration or organisation
- Take an active role in developing their skills and knowledge through CPD
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors
- Participate in the performance management system for the appraisal of their own performance

An annual review of this job description and allocation of particular responsibilities will take place as part of the Appraisal Review.