**SULIVAN PRIMARY SCHOOL**

**JOB DESCRIPTION CLASS TEACHER**

Core purpose

The core purpose of this role is to provide high quality teaching and learning that meets the needs of the children at Sulivan Primary School and that will enable the school to achieve its vision.

To achieve success, the teachers will:

* Plan and deliver high quality teaching and learning to secure the highest possible levels of attainment for all children;
* Set high expectations for all children at the school;
* Evaluate pupil performance and identify priorities for continuous improvement;
* Encourage the involvement of parents and carers;
* Create a learning environment that is engaging, happy and fulfilling for all children;

Key responsibilities

* Contribute fully to the assessment process for all children in all subjects;
* Assist in managing children’s transition into and out from the school;
* Contribute to the creation of a positive and stimulating learning environment;

Teaching and learning

Manage children’s learning through delivering a curriculum based on the school’s vision;in particular:

* Ensure that learning excellence is at the heart of planning and delivery in the classroom;
* Ensure children feel happy, safe, and supported in the classroom and that any barriers to their learning and progress are addressed or removed;
* Get to know every child as an individual so you can effectively teach him or her whilst in your class;
* Plan and resource differentiated tasks, appropriately grouping children, and balancing their time so all groups receive teacher support;
* Implement school policies designed to secure high standards of behaviour and attendance;
* Work alongside the Phase Leaders and other teachers on the preparation and development of schemes of work, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements;
* Seek opportunities to invite parents and carers, community figures, businesses and other organisations into the school to enrich children’ learning and contribute to the wider community;
* Be prepared to take responsibility for other school subjects as directed by the Headteacher.

Monitoring, Assessing, Recording, Reporting and Accountability

* To be familiar with and participate fully in statutory assessment and reporting procedures;
* To set individual targets for achievement and to participate fully in analysing the outcomes in order to identify further ways to improve performance and achieve the expectation that children make outstanding progress;
* To assess and mark children’ work systematically and constructively and to use the results to inform future planning, teaching and curricular development;
* Run assessment for learning in the classrooms and establish the next steps in teaching to engage children in a dialogue about their progress;
* Meet regularly with teaching assistants to plan individual, data-informed interventions;
* Participate in termly progress meetings to share pupil performance information
* Keep an accurate register of children and ensure unexplained absences or patterns of absence are reported immediately in accordance with school policy*.*

Professional Standards and Development

* Be a role model to children through personal presentation and professional conduct;
* Be familiar with the School Handbook and support all the School’s policies, e.g. those on Health and Safety, Child Protection, Teaching and Learning, Assessment and Reporting;
* Establish effective working relationships with professional colleagues and associate staff, and contribute to effective team working;
* Maintain a working knowledge and understanding of teachers’ professional duties as set out in the current School Teachers’ Pay and Conditions document, and teachers’ legal responsibilities and responsibilities relating to all current legislation, including the role of the education service in protecting children;
* Liaise effectively with parents and with other agencies with responsibility for children’ education and welfare;
* Demonstrate a commitment to your own Continuing Professional Development (CPD) and supporting the development of others;
* To attend daily briefings, weekly Key Stage meetings and Inset;
* To participate in the school performance management procedures.

The following job description is not exhaustive. It is expected that teachers will work closely with the Headteacher and governors to develop the role to reflect the needs and demands of the post.