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Job description

March 2019

**Post title: Class Teacher**

**Responsible to: The senior leadership team**

**Duties and Responsibilities**

**General**

To carry out duties as detailed in the current School Teachers’ Pay and Conditions Document, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation and all of St George’s Primary School’s aims and policies.

**Class Teacher**

 **Planning, Teaching and Class Management**

To teach classes of children throughout the school from Foundation Stage to Year 6 by planning appropriate teaching to achieve progression of learning for pupils through:

* identifying clear teaching objectives and specifying how they will be taught and assessed.
* setting tasks, which challenge pupils and ensure high levels of interest.
* setting appropriate and demanding expectations.
* setting clear targets, building on prior attainment.
* identifying SEN or very able pupils.
* providing clear structures for lessons maintaining pace, motivation and challenge.
* making effective use of assessment and ensure coverage of programmes of study.
* ensuring effective teaching and best use of available time.
* monitoring and intervening to ensure sound learning and behaviour using the school behaviour policy.
* using a variety of teaching and learning methods to meet the needs of all pupils across all subjects.
* evaluating your own teaching critically to improve effectiveness.
* managing other adults in and out of the classroom as appropriate.

**Monitoring, assessment, recording and reporting**

* Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
* Mark and monitor pupil’s work and set targets for progress.
* Assess and record pupil’s progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
* Prepare and present informative reports to parents.

**Other professional requirements are to:**

* have a working knowledge of teacher’s professional duties and legal liabilities.
* operate at all times within the stated policies and practices of the school.
* endeavour to give every child the opportunity to reach their potential and meet high expectations.
* contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
* ensure professional development.
* develop appropriate liaison with all teaching and support staff.
* liaise effectively with parents and Governors and actively promote their involvement in the life of the school.
* take on any additional responsibilities that might from time to time be determined.
* contribute to and maintain the Christian ethos of the school.
* lead collective worship on request.

**St George’s C E Primary School and the local authority are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS Certificate is required for this post prior to commencement.**