



Class Teacher

WLFSP/ECFSP/KPA

Role Outline

Last reviewed: July 2019

Class Teacher

Role Summary

To assist teachers in providing a learning environment that enables all children to access the curriculum and learn to the best of their ability.

To contribute to teaching an exciting and challenging curriculum, teaching consistently outstanding lessons, and promoting exceptional levels of academic development, attainment and wellbeing for all pupils.

Time Commitment

40 hours per week, 8am-5pm, 1 hour for lunch, Monday to Friday including INSET days.

Reports to: Phase Leader/Year Group Leader (Line Manager) and Senior Leadership Team

Teaching scale and salary negotiable on qualifications and experience.

Key responsibilities:

- Teach a class of pupils and ensure that planning, preparation, recording assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- Ensure that the current national conditions of employment for school teachers are met.

Duties

1. Implement agreed school policies and guidelines.
2. Support initiatives decided by the Executive Head Teacher and staff.
3. Plan appropriately to meet the needs of all pupils, through differentiation of tasks/having the highest expectation of every child, believing that every learner has unlimited potential for development.
4. To plan and deliver the curriculum within the framework of present school policies, both in short and long term planning structures.
5. Set clear targets, based on prior attainment, for pupils' learning.
6. To plan and resource a classroom which will encourage the development of all aspects of children's learning. In particular, to encourage children independent use of resources and involvement in their learning.
7. Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.

8. To monitor children's progress, keep records and evaluate children's achievements. To set children high standards in the content and presentation of their work by the quality of your displays of that work.
9. To establish and maintain good relationships with colleagues, working as part of a team in all aspect of school development.
10. Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy.
11. Work in partnership with parents, carers in providing a quality education experience for all the children and report to parents on the development, progress and attainment of pupils.
12. Participate in meetings which relate to the school's management, curriculum, administration or organisation.
13. Communicate and co-operate with specialists from outside agencies.
14. Lead, organise and direct support staff within the classroom.
15. Depending on experience, lead a curriculum area or aspect.
16. Participate in the appraisal system for the appraisal of their own performance and that of other teachers.

Supporting the school

At an appropriate level, according to the job role, grade and training received, all employees in the school are expected to:

1. Support the aims, values, mission and ethos of the school and participate in a team approach to all aspects of school life.
2. Attend and contribute to staff meetings and INSET days as required, and identify areas of personal practice and experience to develop.
3. Take appropriate responsibility for safeguarding and children's welfare and be aware of confidential issues linked to home/child/teacher/school and keep confidences appropriately.
4. Be aware of and comply with policies and procedures relating to Child Protection, Equal Opportunities, Health & Safety, Security, Confidentiality and Data Protection, reporting all concerns to the appropriate person.

Other duties

- Support the use of ICT in learning activities and develop pupil confidence and competence in its use.

Review

This role outline is not definitive and will be subject to regular review.

Equal Opportunities and Safeguarding

The Knowledge Schools Trust is committed to equality of opportunity and to safeguarding children. Successful candidates will be subject to an enhanced Disclosure and Barring Services check and other employment checks.

Special Note

Job Descriptions are intended as reference documents which identify main responsibilities and activities.

This Job Description may be reviewed at the end of the academic year or earlier if necessary. In addition, it may be amended at any time in consultation with you. It may include other tasks reasonably requested and agreed with your Line Manager.

Signed:

Date:

Signed: 

Executive Headteacher
