



Newton Longville Church of England Primary School

Class Teacher Job Description

1. Purpose of Job

The primary purpose of this post is to:

- teach pupils within the class assigned, 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;
- contribute to constructive team-building amongst teaching and support staff, parents and governors;
- contribute professional knowledge and skill to the development throughout the school of specific activities or subjects

Please note that this job description should be read alongside the 'Conditions of Employment of Teachers other than Headteachers' in the School Teachers' Pay and Conditions Document which fully defines the professional duties expected of a teacher.

2. Principal Accountabilities

- Implement agreed school policies and guidelines;
- Support and uphold school policies, procedures and initiatives;
- To take part in whole-school reviews of policy and aims, and in the revision and formulation of guidelines;
- Plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- Be able to set clear targets, based on prior attainment, for pupils' learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- Keep appropriate and efficient records integrating formative and summative assessment into weekly and termly planning;
- Report to parents on the development, progress and attainment of pupils;
- Maintain good order and discipline and respect for others amongst pupils, in accordance with the school's behaviour policy; to promote understanding of the School's rules and values; to safeguard health and safety; and to develop relationships with and between pupils conducive to optimum learning;

- Participate in meetings which relate to the school's management, curriculum, administration or organisation;
- Communicate and co-operate with specialists from outside agencies;
- Lead, organise and direct support staff within the classroom as appropriate;
- Participate in the performance management system for the appraisal of your own performance, or that of other staff.
- Contribute to and support the aims and ethos of the School;
- Participate in staff training;
- Attend team and staff meetings;
- Help ensure that subject-matter and learning resources reflect Local Authority, Diocese and School policies on race and gender equality, and that the implications of these policies are borne in mind in relation to all the tasks and duties as listed in this job description and defined within the School Teachers' Pay and Conditions Document.

Specific curriculum or other responsibilities

- Ensure high quality teaching, effective use of resources and improved standards of learning and achievement for all pupils in your care.
- Have responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development / management.