



## St Marie's Catholic Primary School & Nursery Job Description

<b>Job Title:</b>	Class Teacher (Primary), 0.6 FTE
<b>Responsible to:</b>	Principal
<b>Responsible for:</b>	No direct responsibility for other staff
<b>Job Purpose:</b>	<p>The teacher will:</p> <ul style="list-style-type: none"> <li>• Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document</li> <li>• Meet the expectations set out in the Teachers' Standards.</li> </ul>
<b>Salary:</b>	Teacher Main scale M1-6 (£32,916 - £45,352)
<b>Hours:</b>	Part time, Fixed term contract up to 31 <sup>st</sup> December 2026

### Main responsibilities:

#### Catholic life and Mission

- Draw on the person, life, and teachings of Jesus Christ to create a shared vision and strategic plan, which inspires and motivates pupils, staff, and all other members of the community. The vision should explore Gospel virtues and values, moral purpose and be inclusive of stakeholders' values and beliefs. The strategic planning process is critical to sustaining school improvement and ensuring that the school moves forward for the benefit of its pupils.
- The vision must reflect its distinctive Catholic character, in accordance with the provisions of the Diocesan Trust Deed, based on what it means to be fully human as revealed in the person, life and teachings of Jesus Christ.

#### Key responsibilities

##### Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

##### Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Lead a foundation subject across the school

**Health, safety and discipline**

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

**Communication**

- Communicate effectively with pupils, parents and carers
- Communicating effectively with SLT and local Governing body

**Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

**Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

**Management of staff and resources**

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Deploy resources delegated to them

**Professional development**

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others

**Other areas of responsibility**

- Contribute to the wider life and ethos of the school for example, through extra-curricular activities
- The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.
- To maintain personal and professional development to meet the changing demands of the post, participating in appropriate training activities.
- To support at all times the Catholic ethos of the school/Multi Academy Company by promoting the agreed vision and aims and setting an example of personal integrity and professionalism.
- Other duties as may be determined from time to time within the general scope of the post. Duties and responsibilities outside of the post will only be required with the agreement of the post holder.

- The MAC reserves the right to require you to work at such other place or places as it may reasonably require from time to time subject to the provision of reasonable notice.

*Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.*

**The Our Lady of the Magnificat Multi Academy Company is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to all pre-employment checks necessary to meet safer recruitment requirements, including a satisfactory enhanced DBS check.**