



JOB DESCRIPTION

Job Title	Class Teacher (Maternity Cover)
Salary & Grade	MPS - UPS
Line Manager	Headteacher / Assistant Headteacher
Supervisory Responsibilities	Leads, organises and directs support staff within the classroom

Duties and Responsibilities

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. At Bexton, the following areas have been highlighted as being of particular importance:

Teaching and Learning:

- Take responsibility for a class of children, determined annually by the Headteacher, in accordance with the duties listed below.
- 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.
- Implement agreed school policies and guidelines.
- Support initiatives decided by the Headteacher and staff.
- Plan appropriately to meet the needs of all pupils, including those with SEND and EAL.
- Set clear, challenging targets for pupils' learning, based on prior attainment.
- Provide a stimulating classroom environment where resources are accessible to all pupils.
- Develop innovative ideas that stimulate and challenge children.
- Act as a role model for pupils, promoting resilience, independence and well-being in line with the school's pastoral care approach.
- Promote the school's code of conduct in accordance with the behaviour policy.
- Make effective use of ICT to enhance teaching and learning.
- Promote the school's mission statement: *"Together we can make a difference."*

Assessment and Monitoring:

- Keep appropriate and efficient records, integrating formative and summative assessment into planning.
- Work with school leaders to track the progress of individual children and intervene where pupils are not making expected progress.
- Report to parents on the development, progress, and attainment of pupils.

Additional Duties:

- Participate in meetings related to the school's management, curriculum, administration or organisation.
- Communicate and co-operate with specialists from outside agencies.
- Engage in continuous professional development to enhance teaching practice and contribute to whole-school improvement, including participation in the appraisal process for themselves and other teachers where applicable.
- Contribute to constructive team-building among teaching and non-teaching staff, parents, and governors.