

The Catholic School of Saint Gregory The Great



JOB DESCRIPTION

1. POST: TEACHER

2. PAY AND CONDITIONS:

- 2.1 These will be in accordance with the provisions contained within the current DfE School Teachers Pay and Conditions Document.
- 2.2 These will be subject to the school's agreed Pay Policy.

3. RELATIONSHIPS:

- 3.1 The postholder is responsible to the headteacher in all matters.
- 3.2 The postholder supervises the teaching and support staff.
- 3.3 The postholder works with colleagues to build an effective team to deliver the national curriculum or early learning goals.

4. PURPOSE OF THE JOB:

- 4.1 To teach general subjects to any class aged 4-11.
- 4.2 To maintain and develop the Catholic life and ethos of the school.
- 4.3 To undertake pastoral and administrative duties for pupils in the class.

5. KEY TASKS:

- 5.1 To develop good practice in the pursuit of high educational standards.
- 5.2 To teach children with due regard to their needs and range of abilities.
- 5.3 To develop secure subject knowledge in all areas of the curriculum.
- 5.4 To seek to raise children's attainments across the curriculum by providing relevant, stimulating and challenging work.
- 5.5 To place an emphasis on active learning from firsthand experience as an approach to classroom management.
- 5.6 To keep abreast of the latest developments in education, especially those relevant to the curriculum.
- 5.7 To be responsible for the pastoral care of all children in the school.
- 5.8 To exercise discipline and control in and out of the classroom.
- 5.9 To establish and nurture good relationships between church, home and school.
- 5.10 To inform and liaise with parents and appropriate outside agencies with regard to each child's progress and development.
- 5.11 To plan, monitor, record and assess children's work and development in accordance with the school's agreed procedures and statutory requirements.
- 5.12 To set and monitor individual targets for each child in the class in accordance with the school's agreed procedures and statutory requirements.
- 5.13 To plan, set and mark relevant homework as a means of reinforcing the learning taking place in school.
- 5.14 To plan and prepare all school visits, ensuring that each has a teaching value, aims and objectives relevant to the work being done in the classroom.
- 5.15 To mark children's work with appropriate statements to encourage further development.

- 5.16 To display all children's work and to provide work for display outside the classroom.
- 5.17 To liaise with other members of staff and share fully any duties as required to continue the smooth running of the school.
- 5.18 To be responsible for the supervision of learning support workers, parents, students, or any other adults allocated to work in the classroom.
- 5.19 To take part in school Performance Management.
- 5.20 To take part in and contribute to staff meetings and curriculum development.
- 5.21 To undertake such other duties and assume such responsibilities as may from time to time be reasonably assigned by the headteacher operating within the provisions of the current Schoolteachers' Pay and Conditions Document.

6. AN UNDERSTANDING OF TRAUMA INFORMED RELATIONAL PRACTICE:

- 6.1 We are a Relational School, which means that building and maintaining relationships is at the heart of everything that we do. We believe that reparation and repairing relationships that have been harmed is the key to building a safe and happy school.
- 6.2 We believe that all members of the school community should give and receive high challenge and high support in all we do and that in doing this, we help everyone (children, staff, parents, governors) to be the very best we can be – we expect all post holders to be willing to sign up to this.

Signed: _____

Position: Teacher

Date: _____

Signed: _____

Position: Headteacher

Date: _____