

St. Andrew's Primary School
Class Teacher Job Description 2026

Teaching Responsibilities

1. To plan, deliver and evaluate the teaching of a class of children, teaching a broad and balanced curriculum that fulfils all statutory requirements and catering for all individual needs.
2. To show a high level of commitment to achieving the highest possible academic standards.
3. To contribute to the overall welfare of the children in the class.
4. To report any signs of illness, neglect or apparently non-accidental injury.
5. To promote and maintain good standards of pupils' work and behaviour.
6. To liaise closely with other members of Year Band staff to ensure continuity.
7. To liaise closely with support staff to maximise the benefit to the children.
8. To attend staff meetings, and training sessions to update skills and ensure consistency, continuity and progression in the school's curriculum and procedures.
9. To participate in the school's annual appraisal cycle.
10. To follow school policies on planning, evaluating, assessment, recording and reporting.
11. To follow school policies on behaviour management.
12. To foster good relationships with governors, colleagues, parents and the local community.
13. To encourage links with parents, being approachable and keeping them informed through formal events and informal day-to-day contact.
14. To help to maintain an attractive and ordered learning environment through the clear organisation of classrooms, resources and the display of children's work.
15. To support the aims and ethos of our inclusive church school.

Subject Leader Responsibilities

1. To plan, implement and monitor the teaching, learning, attainment and progress in a curriculum subject.
2. To attend courses relevant to school needs and professional development.
3. To offer support and challenge to colleagues, recognising and encouraging shared good practice.
4. To lead inset.
5. To liaise with other schools in the cluster.
6. To manage the resources and budget for the subject.
7. To annually construct an improvement plan, linked to outcomes in terms of pupil progress, that includes financial and training implications.