**JOB DESCRIPTION AND PERSONAL SPECIFICATION**

**CLASS TEACHER**

**Job Title: Class Teacher**

**Salary: Mainscale**

**Job Purpose:**

The Class Teacher will:

* Teach a class of pupils and ensuring 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;
* Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
* Ensure that the current national conditions of employment for schoolteachers are met.

**Duties:**

The Class Teacher will:

* Implement agreed school policies and guidelines;
* Support initiatives decided by the Head Teacher and staff;
* 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;
* Provided 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 amongst pupils, in accordance with the school’s behaviour policy;
* 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;
* Participate in the performance management system for the appraisal of their own performance or that of other teachers