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| **Post title** | Class Teacher |
| **School:**  **Salary and grade:** | Acomb First School  Main Pay Range/Upper Pay Range in line with the current *School Teachers’ Pay and Conditions Document* |
| **Line manager/s:** | The Headteacher and the Governing body |

# Main purpose of the job:

* Take responsibility for teaching a class, and ensure that planning, preparation, recording, assessment and reporting meet pupils 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
* Act within the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current *School Teachers Pay and Conditions Document and Teacher Standards*
* Take responsibility for promoting and safeguarding the welfare of children and young people within the school

# Duties and responsibilities:

All teachers are required to carry out the duties of a schoolteacher as set out in the current [*School Teachers Pay and Conditions* *Document*](https://www.education.gov.uk/publications/)*.* Teachers should also have due regard to the Teacher Standards (2013). Teachers’ performance will be assessed against the teacher [standards](https://www.education.gov.uk/publications/standard/publicationDetail/Page1/DFE-00066-2011) as part of the appraisal process as relevant to their their role in the school

## Teaching

* Plan and deliver an appropriate, broad, balanced, relevant, differentiated and challenging curriculum to all pupils appropriate to their needs
* Assess, record and report on all aspects of pupils’ progress and development
* Be able to set clear targets, based on prior attainment, for pupils’ learning
* Contribute to whole school planning activities
* Support initiatives decided by the Head Teacher and staff
* Implement agreed school policies and guidelines
* Report to parents on the development, progress and attainment of pupils.
* Communicate and co-operate with specialists from outside agencies.
* Play a full part in the life of the school community and support its ethos, values and aims
* Engage actively in Performance Management and Professional Development to ensure professional skills are developed and kept up to date
* Have a clear understanding of the needs of all pupils, including those with special educational needs; gifted and talented; EAL; disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them
* Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English
* If teaching early reading, demonstrate a clear understanding of appropriate teaching strategies e.g. systematic synthetic phonics
* Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners’ progress and levels of attainment
* Participate in arrangements for assessments within the remit of the *School Teachers’ Pay and Conditions* *Document*

## Behaviour and Safety

* Establish a safe, purposeful environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly.
* Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils
* Manage classes effectively, using approaches which are appropriate to pupils’ needs in order to inspire, motivate and challenge pupils
* Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
* Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures
* Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy
* Comply with the schools Health and Safety policy and undertake risk assessments as appropriate

## Team working and collaboration

* Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
* Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
* Contribute to the selection and professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods and where appropriate threshold assessments
* Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
* Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school

## Fulfil wider professional responsibilities

* Work collaboratively with others to develop effective professional relationships
* Deploy support staff effectively as appropriate
* Communicate effectively with parents/carers with regard to pupils’ achievements and well-being using school systems/processes as appropriate
* Communicate and co-operate with relevant external bodies
* Make a positive contribution to the wider life and ethos of the school

### Administration

* Register the attendance of and supervise learners, before, during or after school sessions as appropriate
* Participate in and carry out any administrative and organisational tasks within the remit of the current *School Teachers’ Pay and Conditions* *Document*

#### Professional development

* Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils’ progress, attainment and well being, refining your approaches where necessary responding to advice and feedback from colleagues
* Be responsible for improving your teaching through participating fully in training and development opportunities identified by the school or as developed as an outcome of your appraisal
* Proactively participate with arrangements made in accordance with the Appraisal Regulations 2013

**Other**

* To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
* Perform any reasonable duties as requested by the headteacher