



### Teacher

(Class Team Leader)

#### Responsibilities

##### Main Purpose of the Role

The class teacher will be expected to demonstrate high professional standards as identified in the national standards for qualified teachers (cf attached documentation), and work as part of a team, contributing to the ongoing development of the school, and to carry out professional duties in accordance with the current School Teachers Pay and Conditions document.

The teacher may accept responsibility for a curriculum area/s as required by the Headteacher.

With appropriate support, teachers will be required to take responsibility for:-

- Utilising classroom management strategies, preparing weekly timetables, the management of, leading and organising classroom staff and allocating roles to ensure that each student receives a broad and balanced programme of education
- Planning teaching to achieve progression in students learning through:-
  - i) having a secure knowledge of the skills and concepts in specialist subject areas
  - ii) identifying clear teaching objectives and content
  - iii) providing clear structure for lessons, which maintain pace, motivate and challenge for the students
- Attending at and reporting of review meetings when appropriate
- Take responsibility for a curriculum/ subject responsibility in accordance with the national standards.
- Evaluating the quality of learning experienced by students responding appropriately to the findings, including the delivery and assessment of ILPs
- Supporting self-esteem of students and staff including self-advocacy, choice, independence etc.
- Assisting in the delivery of the school's pastoral programme and take responsibility for the welfare of their group of pupils
- Ensuring adequate resources are identified and available where possible
- Supporting whole school approaches to the education of students
- Supporting liaison programmes with other educational and training establishments
- Liaising with staff and other professionals
- Adhering to the system of whole school record keeping, long, medium and short term planning; assessment, recording and reporting.
- Attending and participating in full staff, phase and class meetings, and teacher meetings and INSET meetings as required.
- Developing and reviewing curriculum guidelines and school policies
- Liaising with staff on recent development and reporting on meetings
- Ensuring that discipline in school is maintained and instances of inappropriate behaviour are recorded and processed in line with the school's reward and behaviour policy and guidelines
- Sharing responsibility for the organization of whole school activities and offer support to out of school activities
- Participate in any other reasonable duties as required by the Headteacher

Name:

Signature:

Date: