**Copeland Road Primary School**

**Job Description – Class Teacher**

**Salary**

The post holder will be paid on the appropriate point of the main professional scale.

**Line Management**

The teacher is responsible to the Headteacher and Governors.

**Basic Duties**

The basic duties of a teacher are outlined in the latest School Teachers’ Pay and Conditions Document.

**Job Purpose**

To teach and care for the pupils assigned to a classroom teacher, based upon the school aims and in pursuit of high standards of pupil achievement. The school aims to create an environment which stimulates learning, is individually rewarding, dynamic and safe.

**Key responsibilities for this post are:**

* To take responsibility for a class of pupils as directed by the Headteacher.
* To support the nurturing ethos of the school.
* To create a classroom atmosphere conducive to effective quality teaching and learning.
* To help all pupils achieve and realise their potential.

**Main Duties**

The Class Teacher will be expected to:

* ensure all safeguarding procedures are followed in class and around school;
* accept responsibility for the effective teaching and organisation of a class or group of children as required by the Headteacher;
* plan class/group/individual learning for pupils based on the National requirements and the schemes of work currently in use in the school;
* develop professional, positive and trusting relationships with the pupils, that will encourage them to take full advantage of the learning opportunities provided;
* seek from pupils the highest standard of work in all areas of the curriculum;
* seek from pupils the highest standard of behaviour both inside and outside the classroom and to follow school procedures to support behaviour management;
* create a stimulating classroom environment to support and enhance learning;
* prepare, plan and deliver lessons which lead to effective learning and progress;
* assess and evaluate pupil progress according to the requirements of school procedures;
* carry out observations, marking and assessments within the class and to keep accurate records of the work done and the progress made by pupils;
* identify targets that are appropriately challenging to children within the class
* produce written reports on children when required;
* attend meetings with staff, parents, etc. as required
* use and promote ICT throughout the curriculum;
* work as part of the school team in seeking to achieve the aims and objectives of the school;
* contribute to the development of the curriculum by taking an active part in staff discussion and planning;
* take responsibility for the management of other adults in the classroom.
* carry out supervisory duties in accordance with school procedures and maintain professional credibility at all times;
* use personal knowledge and skills to contribute to the general ethos of the school;
* assist in the development of strong links between school and home by meeting and working with parents in a variety of situations;
* support and contribute to the whole school community;
* undertake personal and professional development by attending relevant courses;

**Conditions of Employment**

* To uphold the school’s policies in respect of safeguarding and child protection procedures.
* To promote the school ethos and ensure that professional practice in school is carried out to the highest standards and developed in line with the school’s stated objectives and policies.
* To ensure that the Health and Safety policy and procedures are understood, implemented and monitored.
* To comply with all relevant statutory requirements as detailed in the most recent School Teachers Pay and Conditions Document.
* To fully participate in the school’s performance management procedures.
* Teachers who have passed their NQT year will be required to work with colleagues on curriculum improvement and lead the development of a curricular area
* The post holder may be required to perform any other reasonable tasks as directed by the Headteacher or Deputy Headteacher.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and it may be subject to change at any time after consultation with the post holder.