|  |  |
| --- | --- |
| **Post title** | Class Teacher |
| **School:**  **Salary and grade:** | Acomb First School  Main 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