



ST BEDE'S CATHOLIC PRIMARY SCHOOL
CLASS TEACHER

JOB DESCRIPTION

Post: Year 6 Class Teacher +TLR

Responsible to: Headteacher and the Governing Body

The duties outlined in this job description are in addition to those covered by the latest School Teacher's Pay and Conditions Document.

Duties:

- To support the catholic ethos, vision, values and aims of our school.
- To implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils, incorporating the National Curriculum requirements and in line with the curriculum policies of the school.
- To facilitate, support and monitor the overall progress and development of children with special educational needs.
- To foster a learning environment and educational experience, that provides children with the opportunity to fulfil their individual potential.
- To share in the development of the school curriculum, schemes of work, teaching materials, teaching programmes, methods of teaching and assessment and their review.
- To support and contribute to the school's responsibility for safeguarding children.
- To ensure at all times a positive approach to equal opportunities, gender issues and racism and show knowledge and awareness of policies.
- To attend INSET days and teaching and learning meetings when required.
- To actively promote the policy and practice of inclusion.
- To carry out any other duties which may reasonably be required within the general level of responsibility of the post.
- Other responsibilities to be negotiated with the Head Teacher

Responsible for:

- Directing and supervising the work of Teaching Assistants.
- Co-operating and liaising with other professionals, including fellow staff, SENDco and colleagues from external agencies (for example, specialist teachers from the LA support services, health professionals and social workers).

Teaching Responsibilities:

- Develop a stimulating classroom and school environment in which a child will learn, have sense of achievement, be motivated and feel secure and valued.
- To teach children in their assigned group according to their educational needs, including the setting and marking of work carried out by the children in school and elsewhere.
- To assess, record and report attendance, progress, development and attainment of assigned children and keep such records as are required by the school's systems.
- To ensure high quality learning experiences for pupils; which meets internal and external quality standards.
- To use a variety of delivery methods, appropriate to children's learning styles and the varying demands of the curriculum.

- To provide a positive and safe learning environment, encouraging high standards in punctuality, presentation of work and relationships.
- To set high expectations for pupil's behaviour and maintain a good standard of discipline through well focused teaching, fostering positive relationships and implementing the school's behaviour policy.

Parental/Carers responsibility

- Build an effective partnership between the school and parents recognising them as the first educators of their children:
- Promote understanding of the mission, aims and ethos of the school through provision of regular information to parents about the progress of their children;
- Develop opportunities for dialogue between parents and staff and for their involvement in the wider life of the school.

General Duties:

- To communicate effectively with parents of pupils and with persons or bodies outside the school who are concerned with the welfare of students, after consultation with appropriate staff.
- To contribute to the personal, social, health and citizenship of pupils according to the school's policy.
- To contribute positively to effective working relationships within the school.
- To actively engage in performance management.
- To contribute to the formulation and implementation of the School Improvement Plan and associated action plans, as appropriate.
- To play a full part in the life of the school community and support its ethos.
- To follow and actively promote school policies.
- To comply with health and safety policy and undertake risk assessment as appropriate.
- To actively pursue own personal and professional development.
- To undertake any additional responsibilities or duties reasonably directed by the Head teacher.

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- To lead and develop staff within their phase of responsibility, communicating effectively and ensuring successful team work
- To support the headteacher and ensure that standards and expectations are met across the school
- To develop and enhance the quality of learning and teaching and curriculum offer across a specified area of responsibility
- To deliver robust and impactful quality assurance and keep abreast of the changing assessment and curriculum framework
- To lead the development of appropriate resources, schemes of work, assessment policies and teaching and learning strategies and secure coverage of the relevant cost-effective curriculum
- To work with colleagues to formulate aims, objectives and strategic plans which have coherence and relevance to the needs of pupils and to the aims and strategic plans of the school
- To establish and maintain clear improvement plans, milestones and performance targets
- To evaluate provision, celebrate success and challenge underperformance where necessary

- to ensure short- and long-term gains in outcomes
- To link with other colleagues to ensure that the work within the specified area of responsibility
- fully reflects the school's distinctive ethos and vision
- To embed effective systems and processes of school improvement through robust quality assurance and self-evaluation
- To be accountable for the development and delivery of an appropriate, comprehensive, high quality and cost-effective curriculum programme, building in effective assessments and extended learning opportunities
- To keep up to date with national developments and changes to the specifications for the specified area of responsibility
- To work with the Senior Leaders and relevant staff to set up extracurricular opportunities including visits and cultural experiences
- To ensure that staff development needs are identified in order to improve the quality of education provided and appropriate programmes are identified to meet such needs
- To establish common standards of practice within the area of responsibility with regard to assessment of and for learning, differentiation etc. and to develop outstanding teaching and learning within the area
- Develop strategies to involve parents and carers in their children's learning and in the life of the academy
- Support parents and carers to understand how they can help their children to succeed.

This job description will be reviewed annually, as part of the performance management process. A review may be initiated at any other time by either the post-holder or the Headteacher.