 **Our Lady Catholic Primary School**

Woodhall Lane, Welwyn Garden City

Hertfordshire AL7 3TF

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*Headteacher:* Mr. R. Curry

**Job Description**

**Job Title: Class Teacher**

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| **Post** | **Class Teacher (with leadership opportunities)** |
| **Scale** | **Dependent on experience (tbc)** |
| **Responsible to** | **The Headteacher and the Governing Body** |

All members of the teaching staff are required to carry out the duties of a school teacher as set out in the current ‘School Teachers Pay and Conditions‛ Document, Teacher Standards and the CES contract for Teachers.

**Professional Duties:**

* To plan, prepare, and teach the National Curriculum in line with statutory
* requirements and the school’s schemes of work, ensuring teaching of the highest standard;
* To create a stimulating, organised, interactive and informative learning environment that encourages each child to achieve their potential;
* To engage in enquiry-based learning as part of the school‛s approach to strategic improvement in order to maintain and develop a teaching and learning environment of the highest standard;
* To work co-operatively as part of a year team, including planning work for support staff;
* To monitor and assess pupils‛ work, using these assessments to inform planning and set targets that promote continuity and progression;
* To ensure the individual needs of the pupils are met through differentiated work, allowing for the highest standards to be achieved by all;
* To work in partnership with parents and other members of staff to promote the well- being and educational progress of each pupil;
* To follow school policies under the direction of the head teacher and the school’s leadership team;
* To maintain effective order and discipline within the class to secure progress in learning, in line with the school‛s behaviour policy;
* To actively take part in professional development, sharing expertise and experiences as required;
* To actively extend own professional learning via collaborative study, attendance at INSET and reading to keep abreast of new developments;
* To develop extra-curricular activities;
* Be expected to develop and lead a curriculum area;
* Work alongside other members of staff to review and innovate the curriculum;
* To follow guidance and support from members of the leadership team in relation to utilising opportunities for further career development.

This job description may be amended at any time, according to the changing priorities of the school as identified within the school‛s strategic plan and in consultation with the post holder.

*Our Lady Catholic Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*