Job description

Class Teacher

**Main Purpose**

The teacher will:

* fulfil the professional responsibilities of a teacher as set out in the School Teachers’ Pay and Conditions Document (STPCD)
* meet the expectations set out in the Teachers’ Standards
* fulfil duties reasonably directed by the headteacher

*N.B. The duties listed below are not an exhaustive list of requirements.*

**Key Responsibilities**

Teaching:

* be responsible for the quality of the teaching and learning of all pupils who are assigned to the post holder
* plan and teach well-structured lessons to assigned classes, following the school’s plans and curriculum
* assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils
* participate in arrangements for preparing pupils for examinations

Whole-school organisation, strategy and development:

* contribute to the development, implementation and evaluation of the school’s policies, practices and procedures so as to support the school’s values and vision
* make a positive contribution to the school’s vision and values
* work with others on curriculum and/or pupil development to secure coordinated outcomes

Health and safety:

* be aware of and comply with policies and procedures relating to child protection, health and safety, confidentiality, security and data protection, and report all concerns to an appropriate person
* promote the safety and wellbeing of pupils
* maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Working with colleagues and other relevant professionals:

* collaborate and work with colleagues and other relevant professionals within and beyond the school
* develop effective professional relationships with colleagues

Management of staff and resources:

* direct, supervise and provide support to support staff assigned to them and, where appropriate, other teachers
* contribute to the recruitment, selection, appointment and professional development of other teachers and support staff
* monitor quality and standards of resources delegated to them

Professional development:

* take part in the school’s appraisal procedures
* take part in further training and development in order to improve own teaching and overall performance
* where appropriate, take part in the appraisal and professional development of others

Communication:

* communicate effectively with pupils, parents/carers, colleagues, wider school community and governors