



Gade Valley Primary School

Job Description: Class Teacher

Job Title: Class Teacher

Scale: MPS/UPS

Responsible to: The Headteacher and the Governing Body of the school

Relationships: Liaison with the teaching and non-teaching staff of the school, Governors, Parents, Children, Advisers and other Professionals.

Responsibilities:

- Take responsibility for a class of children determined on an annual basis by the Headteacher and in accordance with the duties listed below.
- To carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The postholder will be expected to undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England.
- Teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.
- Maintain the positive ethos and core values of the school, both inside and outside the classroom.
- Promote the school's vision and values 'Belong, Believe, Achieve'. Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;

As a Class Teacher:

The Class Teacher will:

- Implement agreed school principles, policies and guidelines.
- Support initiatives decided by the Headteacher and staff.

- Plan appropriately to meet the needs of all pupils, through differentiation of tasks.
- Be able to set clear targets, based on prior attainment, for pupils' learning.
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.
- Keep appropriate and efficient records, integrating formative and summative assessment into planning.
- Work with school leaders to track the progress of individual children and intervene where pupils are not making progress.
- Report to parents on the development, progress and attainment of pupils.
- Promote the school's code of conduct amongst pupils, in accordance with the school's behaviour policy.
- Participate in meetings and training which relate to the school's management, curriculum, administration or organisation.
- Communicate and co-operate with specialists from outside agencies.
- Make effective use of ICT to enhance learning and teaching.
- Lead, organise and direct support staff within the classroom.
- Participate in the performance management system for the appraisal of their own performance, or that of other teachers.
- Any other duties required by the Headteacher or SLT within the scope of the post.
- Organise an engaging curriculum that broadens children's learning, this includes external trips.
- Attend seasonal events e.g. parents evening, festivals etc.

Name of Post holder:

Date :

Signature of Post holder:

Signature of Headteacher.....