

Job Description and Role Overview

JOB TITLE: CLASS TEACHER
REPORTS TO: HEADTEACHER OR DEPUTY HEADTEACHER
SALARY RANGE: TEACHERS' PAY SCALE (MAIN)

Purpose of the job:

To deliver high quality teaching and learning to pupils who are assigned to the post holder.

Main duties:

All class teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document. The duties listed below are not, therefore, an exhaustive list of what is required.

Teaching:

To be responsible for teaching a class, as designated by the Headteacher, on a full-time basis.

To plan for and prepare a curriculum content for that class which:

- takes account of the requirements of the National Curriculum
- is in line with the agreed ethos and vision of Kimpton Primary School
- takes account of the agreed policies of Kimpton Primary School
- takes account of the needs of individual children within the designated teaching group.

To be responsible for the behaviour and welfare of the children within the designated class and around the school and according to the agreed policies of Kimpton Primary School.

To support the Values and Vision of Kimpton Primary School

To maintain those records which are required by the Headteacher

- according to the agreed assessment and recording policies of Kimpton Primary School
- within the agreed timescale, as determined by the Headteacher
- according to national requirements

To organise and manage a classroom which:

- promotes and supports the children as independent learners
- encourages children to care for and value resources
- displays children's work in order to support and celebrate their learning
- complies with Health and Safety requirements
- is an environment where the process of learning is valued and outcomes are seen as a reflection of this
- has clear routines for the daily management of resources, work areas and children's own belongings
- supports the agreed policies, vision and values of Kimpton Primary School

Accountable for:

- Outcomes for pupils
- The quality of learning of all pupils in the class.
- Ensuring that all safeguarding requirements for pupils are met

General:

- To conduct themselves at all times in accordance with the Teachers' Standards.
- To report any safeguarding concerns, in line with school procedures and be proactive to safeguard pupils, parents and staff members.
- To promote and maintain effective communication and relationships between the school, its parents, governors and the village community.
- To undertake other duties as the Headteacher may reasonably direct, subject to consultation.

Accountable for:

- An active involvement in the life of the school and the wider community
- Active support of Teaching Assistants and Learning Mentors

Curriculum and/or Responsibility Areas (other than ECT teachers):

- To support the curriculum development of the school by making a positive contribution during INSET and curriculum meetings.
- To keep up to date with the latest developments in the specified area(s) of responsibility through attendance at INSET courses, educational publications and other sources.
- To bring these developments to the attention of the staff through course evaluations, meetings, workshops and other school focused activities.
- To be familiar with the standards, strengths and areas for development in the specified area(s) of subject responsibility through a system of regular work sampling and knowledge of assessment implications
- To be responsible for the management and monitoring of the appropriate curriculum budget(s) within the priorities of the School Development Plan
- To play a leading role in promoting continuity and progression between classes, Year Groups and Key Stages in the teaching of the curriculum area(s), with specific reference to the National Curriculum and Early Years Foundation Stage.
- To liaise with the Headteacher, and other members of staff, over the ordering of new equipment to support the curriculum responsibility area(s).
- To review school guidelines and other documentation for the curriculum area(s), in conjunction with the Headteacher and other members of staff when appropriate.

Accountable for:

- High standards of professional practice in curriculum delivery and curriculum monitoring and management;
- Reporting on developments to link governors and, if required, the curriculum committee.

Job context

Kimpton Primary School welcomes class teachers of a high professional standard and shares the responsibility with each class teacher for continual review and the development of expertise.

All class teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. All class teachers, except those who are newly qualified, will have a lead responsibility for a curriculum area across the whole school and will be supported in that role by their line manager.