

**Mary Exton School  
JOB DESCRIPTION  
CLASS TEACHER**



**NAME:**

**LOCATION:                      SCHOOLS**

**SALARY RANGE:              MAIN OR UPPER PAY SCALE**

**1. Purpose of the job**

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

**2. Main duties**

All 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.

- Be responsible for the quality of teaching and learning of all pupils who are assigned to the postholder.
- Supervise the work of any support staff, including higher level teaching assistants and support teachers, who are assigned to work with the postholder's pupils.
- Provide leadership across the school in a designated subject or curriculum area, this to include:
  - i) monitoring quality and standards
  - ii) contributing to school planning and self-evaluation
  - iii) providing professional support to other teachers and support staff
  - iv) advising the head teacher on appropriate resources and materials
  - v) leading appropriate professional development.

**3. Job context**

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise. Implement school policies and procedure. Liaise with parents and other responsible adults and with external professional staff in accordance with school policies and procedures.

All teachers make a valuable contribution to the school's development and, therefore, to the progress of all pupils. All 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. Attending courses and sharing subject knowledge. Planning and leading curriculum meetings. Encouraging all staff. As well as organising INSET opportunities.

For newly qualified teachers, subject leadership will be taken by his/her line manager during the first year of employment at the school.

Teachers in the upper pay scale can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.

In particular, teachers at UP3 will:

- provide a role model for professional practice in the school
- make a distinctive contribution compared with other teachers
- contribute effectively to the wider team.

#### **4. Entitlements**

- Inclusion in Performance Management Framework.
- Training and development within the school's INSET programme.
- Appropriate professional support from the Head teacher and staff.
- To be consulted before any change is made to this job description.

*This job description will be reviewed annually, if necessary, as part of the Performance Management programme. The Headteacher may modify it after consultation at any time to reflect or anticipate changes in the job, commensurate with the salary and job title.*

*The post-holder will be expected to operate under the current School Teachers' Pay and Conditions of Service Document.*

*The post-holder will have access to a range of professional development activities, including conferences, support groups and appropriate training courses.*