



## ST PAUL'S CE PRIMARY SCHOOL

### JOB DESCRIPTION

**Position:** Class Teacher

**Scale range:** MPS2-MPS6

The Class Teacher will:

- 🏆 teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- 🏆 maintain the positive and Christian ethos and core values of the school, both inside and outside the classroom;
- 🏆 to adhere to expectations for staff laid out in the staff handbook and staff code of conduct document including confidentiality of certain information;
- 🏆 contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors and at all times maintain high professional standards;
- 🏆 ensure that the current national conditions of employment for schoolteachers are met;
- 🏆 ensure that pupils are properly supervised and that health and safety is paramount at all times;
- 🏆 take responsibility for the welfare of children in their class in line with the school's safeguarding policy.

**Duties:**

The Class Teacher will:

- 🏆 ensure that the school's Christian values and vision are promoted in every day classroom practice;
- 🏆 teach the national curriculum – intent/implementation/impact;
- 🏆 implement agreed school policies and guidelines;
- 🏆 support initiatives decided by the head teacher and senior 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;
- 🏆 use assessment for learning effectively to promote progress of all pupils;
- 🏆 meet termly with a senior leader to discuss pupil progress
- 🏆 ensure that marking is up to date and written feedback is useful and related to learning objectives and individual pupil targets;



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- 🏆 report to parents on the development, progress and attainment of pupils ensuring that written end of year reports are completed within the time scale stated by the head teacher;
- 🏆 maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- 🏆 participate in meetings which relate to the school's management, curriculum, administration or organisation;
- 🏆 communicate and co-operate with specialists from outside agencies;
- 🏆 lead, organise and direct support staff within the classroom;
- 🏆 attend weekly INSET sessions and INSET days;
- 🏆 carry out playground and other supervision duties as directed by the deputy head teacher;
- 🏆 help with and support whole school activities and events;
- 🏆 carry out any additional duties as directed by the head teacher.