



<b>Job Description for</b>	<b>Class Teacher</b>
<b>Grade of Post</b>	<b>MPS</b>
<b>Purpose of the Job</b>	To teach pupils within the school and to carry out such other associated duties as are reasonably assigned by the Head of School.

### **Relationships**

The postholder is responsible to the Head of School for teaching duties and responsibilities and for teaching tasks. The postholder will be responsible for the directing the work of any assigned Teaching Assistants.

### **Applicable Contract Terms and Duties**

This job description is to be performed in accordance with the provisions of the most recent School Teachers' Pay and Conditions Document and within the range of duties set out in that document so far as relevant to the postholder's title and salary grade. The post is otherwise subject to the Conditions of Service for School Teachers in England and Wales and to locally agreed conditions of employment to the extent that they are incorporated in the postholder's individual contract of employment. This job description does not form part of the contract of employment.

### **Overall Professional Responsibilities**

1. To carry out the duties of a school teacher as set out in the Pay and Conditions Document and subject to any amendments due to government legislation. This includes any duties as may be reasonably directed by the Head of School.
2. To share the school's commitment to safeguarding and promoting the welfare of children and young people.
3. To uphold the school's principles and policies which underpin good practice and the raising of standards.
4. To demonstrate a thorough and up-to-date knowledge of the teaching of 3 to 11 year old pupils, taking account of any relevant wider curriculum developments.
5. To consistently and effectively plan lessons and sequences of lessons to meet pupils' individual learning needs.
6. To consistently and effectively use a range of appropriate strategies for teaching and classroom management.
7. To maintain discipline in accordance with the rules and disciplinary systems of the school.
8. To consistently and effectively use information about prior attainment to set well-grounded expectations for pupils and monitor progress to give clear and constructive feedback.
9. To demonstrate that, as a result of the postholder's teaching, pupils achieve well relative to their prior attainment.
10. To take responsibility for own professional development and use the outcomes to improve teaching and pupils' learning.
11. To make an active contribution to the policies and aspirations of the school.

## **Key Tasks**

The key tasks attaching to the post of class teacher are as follows:

- To monitor and report to parents on the progress of pupils in the allocated class.
- To assess pupils' achievements and progress in accordance with arrangements agreed within the school.
- To mark class attendance registers.
- To monitor the welfare of pupils, taking action where appropriate.
- To direct the work of a Teaching Assistant and other adult volunteers.
- To establish positive and supportive relationships with parents.

The duties of a Class Teacher may be varied from time to time to meet with the changing needs of the school and the demands of education, following consultation.

