Post title:	JOB DESCRIPTION – CLASS TEACHER
Responsibilities:	• To plan and teach a broad, balanced, relevant and differentiated curriculum to a class (or classes where appropriate) • To provide a supportive learning environment which stimulates learning • To direct the activities of support staff or helpers in their work with pupils • To monitor and support the development of pupils • To contribute to the identification of, and provision for, pupils with additional needs • To contribute to raising standards of pupil achievement • To provide and monitor opportunities for personal and academic growth • To provide high quality feedback to pupils and set homework as appropriate • To contribute to the school's development plan and its implementation
Reporting to:	• Headteacher
Liaising with:	Headteacher/Deputy Head/Assistant Heads/teaching and support staff/external agencies/parents
Disclosure level:	Enhanced
MAIN (CORE DUTIES)	
Curriculum:	• To assist in the process of curriculum development in order to improve the quality of teaching and learning • To assist the SLT in ensuring that each key stage provides a range of teaching which complements the school's strategic objectives • To assist in the development and use of appropriate schemes of work, resources, policies and teaching strategies
Staffing:	• To take an active part in the school's CPD programme • To engage fully in the Performance Management process • To work as a member of a team and contribute positively to effective working relations within school • To keep up-to-date with statutory Child Protection training • To keep up- to date with current pedagogy and educational initiatives
Quality assurance:	• To help to implement the school's quality assurance and monitoring procedures • To review, as required, teaching methods and schemes of work
Management:	• To maintain records • To provide relevant and up-to-date information on pupils • To contribute to tracking data regarding pupil progress • To use data to inform teaching and learning

Communication:	• To communicate effectively and regularly with parents, as per the school's expectations • To work with external agencies as appropriate • To follow agreed policies regarding communication in school
Resources:	• To identify resource needs • To ensure that the use of resources is effective and of benefit to the school and pupils
Pastoral Duties:	• To promote the general progress and well-being of all students • To follow the protocols and policies regarding the pastoral care of pupils • To encourage full and active participation in all aspects of school life • To apply the school's behaviour management and attendance policies and systems • To contribute to the preparation of action plans and risk assessments for individual pupils • To maintain high standards of conduct by using appropriate rewards and sanctions, thus contributing to a safe, secure and supportive environment
Teaching:	• To plan and teach high quality lessons • To use a variety of teaching methods designed to stimulate learning • To plan and teach lessons which meet internal and external quality standards • To maintain good discipline and use a variety of behaviour management strategies, promoting active participation in learning • To prepare and update high quality teaching materials which reflect current practice • To undertake formal assessment of pupils, in line with statutory testing or the school's own procedures • To assess, record and report on the attendance, progress, development and attainment of pupils • To mark, level /grade and give high quality diagnostic feed-back to pupils

Other specific duties:

- To prioritise the safety and wellbeing of pupils at all times
- Work within and promote Trust and school policies, including those for child protection, safeguarding and health & safety
- To meet all Professional Teachers' Standards
- To play a full and active role in the life of the school
- To support the school in its mission and ethos
- To support the school in meeting its requirements for assemblies
- To undertake any other duty as specified by the Headteacher