

**GLADE PRIMARY SCHOOL**  
**JOB DESCRIPTION – CLASS TEACHER – Main Scale**



NAME:

DATE: January 2024

**General Duties**

The education and welfare of a designated class of pupils in accordance with the requirements of the latest Teachers' Pay and Conditions Document and the 2023 Teachers Standards. To comply with the Early Years Foundation Stage and National Curriculum, the school's aims, objectives and schemes of work and policies of the Governing Body. To share in the corporate responsibility for the well being and discipline of all pupils and to provide an example of good classroom practice.

**Relationships**

- Is responsible to the Phase Leader, Deputy Headteacher and Headteacher for his/her teaching duties and responsibilities.
- Establish and maintain effective relationships with all staff and parents.
- Be responsible for the supervision of the work of LSA's, students and volunteers
- Liaise effectively with outside agencies.
- To support the work of the Governing Body.

**Purpose of job:**

- Ensure every pupil is challenged in order to demonstrate the highest quality learning and achievement.
- Ensure that a broad and balanced curriculum is taught to all pupils.
- Demonstrate good quality teaching and effective learning within the classroom and throughout the school.
- To contribute to the raising of standards and pupil attainment

**Core Responsibilities**

**Teaching, Planning & Assessment**

- Have a secure knowledge of the Foundation Stage and National Curriculum.
- Ensure coverage of all relevant National Curriculum programmes of study through structured lessons.
- Plan teaching to achieve progression for all pupils in their learning.
- Ensure teaching is effective by using methods that match styles of learning and takes into account the varying learning and social and emotional needs of all pupils.
- Ensure that all pupils acquire knowledge skills and understanding.
- Be familiar with the Code of Practice on the identification and assessment of additional education needs.
- Mark and monitor pupils' assigned class work and home work in line with school policy and provide feedback for improvement.
- Set challenging targets to improve learning.
- Use assessment of pupils' progress to inform planning.
- Plan opportunities for pupil's spiritual, moral, social and cultural development.
- Establish and maintain a tidy and stimulating learning environment.

- To effectively deploy any other adults working in your class to support children's learning.
- To maintain appropriate records and provide accurate information on pupil progress in line with whole school expectations and procedures.
- To provide written reports on the progress of pupils to parents using as appropriate, statutory assessment requirements.

### **Professional Development**

- To participate as required in meetings which relate to the curriculum, administration or organisation of the school.
- To participate in the school's professional development programme and participate in CPD activities as required
- To take responsibility for your own professional development through the Teacher Appraisal process and evaluate your own performance.
- Assist in the development of appropriate schemes of work and resources and contribute to the development of policies and teaching strategies.

### **Behaviour and Conduct**

- To model the ethos and core values of the school whilst teaching pupils and maintain the highest standard of professional conduct
- Have high expectations of pupils' behaviour
- Maintain discipline and good standards of conduct by pupils in line with the school's Behaviour Policy.
- Set a good example to pupils in presentation, professional and personal conduct

**This job description may be amended at anytime after discussion with you, but in any case will be reviewed annually in September.**

**Signed \_\_\_\_\_ Teacher                      Date \_\_\_\_\_**

**Signed \_\_\_\_\_ Headteacher                      Date \_\_\_\_\_**