



CLASS TEACHER ADVERTISEMENT

Job description: Class Teacher

Job title: KS2

Salary: ECT – M3

Hours: Full Time

Contract type: Fixed Term 1 Year Contract

Reporting to: The Headteacher

Responsible for: A KS2 Class

General responsibilities as a member of teaching staff

We take seriously our responsibilities in ensuring that our children receive the highest standards of teaching, learning and pastoral care. All children should feel safe, included, respected and valued, enabling each to maximise their academic, creative, personal, physical, and moral potential. We are committed to providing an environment where the highest levels of these aims are achieved for each of our children. Our children need teachers who are fair, generous, know each as individuals, make learning enjoyable and respect their ideas.

In pursuit of these aims, all teachers are required to fulfil the following responsibilities:

- to carry out the professional duties covered by the latest School Teachers' Pay and Conditions Document. The post-holder will be expected to **undertake duties in line with the professional standards for qualified teachers and uphold the professional code of the General Teaching Council for England**;
- to maintain the **positive ethos and core values of the school**, including the **support, nurture and promotion of positive mental health** (including mental health self-care and engagement with Employee Assistance where required), both inside and outside the classroom;
- to **work collaboratively and sustain effective, positive relationships with all staff, pupils, parents and governors and the local community** and contribute to constructive team-building with all stakeholders; and
- to take **responsibility for a class of children and/or groups of children determined by the Headteacher** and in accordance with the duties listed below, ensuring that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.

Duties and responsibilities for teaching and learning as class teacher

The class teacher will:

- **implement and adhere to all school policies and guidelines**;
- **support initiatives** decided by the Headteacher and senior staff;
- **plan appropriately to meet the needs of all pupils**, ensuring pupils' individual needs are being met through appropriate differentiation of tasks;

- **set appropriate expectations for pupils** in relation to standards of pupils' achievements and the quality of teaching, establishing clear targets (based on prior attainment) for improving and sustaining pupils' achievement;
- **provide a stimulating classroom environment**, where resources can be accessed appropriately by all pupils;
- **keep appropriate and efficient records**, integrating formative and summative assessment into planning;
- **promote the school's code of conduct** 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;
- **make effective use of ICT** to enhance learning and teaching;
- **lead, organise and direct support staff** within the classroom, **nurturing positive relationships at all times**;
- **work with the SENDCo** to ensure that individual pupils receive appropriate support;
- **set a good example in terms of dress, punctuality and attendance**;
- **participate in the performance management system** for the appraisal of their own performance, or that of other teachers as part of peer coaching initiatives;
- **attend and participate in open evenings and after school events**; and
- **receive recognition and benefits in lieu for providing to the children after-school provision.**

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below. The conditions of employment of teachers in the School Teachers' Pay and Conditions of Service Document apply to this post, whose holder is expected to carry out the professional duties of a teacher as circumstances may require, under the reasonable direction of the Head teacher.

Variation of duties and responsibilities

The duties and responsibilities may be varied to meet changed circumstances in a manner compatible with the post held, at the reasonable direction of the Headteacher. This job description does not form part of the contract of employment. It describes the way in which the teacher is expected and required to perform and complete the particular duties as set out above.

Name of Post holder:

Date :

Signature of Post holder: