

Job Description

Job title	Class Teacher
Reports to	Deputy Headteacher
Grade	Main Scale
Hours	0.4 FTE Thursday and Friday

Job Purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

Principal Accountabilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Work collaboratively with colleagues within phase on curriculum planning, resources and enrichment events.
- Plan effectively to meet the needs of all pupils, including those with special educational needs and disabilities
- For those with additional needs, ensure APDR records are maintained
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests
- Ensure classrooms (including displays) are purposeful

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure coordinated outcomes
- Provide cover, in the unforeseen circumstance that another teacher is unable to teach
- Contribute to whole school events

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
- Follow the school's behaviour policy
- Enthusiastically promote the school's SPARKLE values

Professional development

- Positively engage with CPD procedures and opportunities
- Take part in further training and development in order to improve own teaching
- Attend weekly staff meeting

Communication

- Communicate effectively with pupils, parents and carers
- Communicate effectively with colleagues, especially Learning Coaches so that intervention is purposeful and impactful.
- Follow school protocol and expectations for communication with colleagues, parents and key stakeholders

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Be an ambassador for the school's SPARKLE values and model these at all times.

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school