



Unlocking the potential in everyone

JOB DESCRIPTION
CLASS TEACHER
PERMANENT/FULL-TIME (ECT/TMS)

This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

JOB DETAILS

Job title: Class Teacher – primary school
Salary: ECT/TMS
Contract type: Full-time, permanent
Reporting to: Headteacher

JOB PURPOSE

To carry-out the professional duties of a teacher, as circumstances may require, and in accordance with school policies under the direction of the Headteacher.

DUTIES AND RESPONSIBILITIES

Teaching

- Plan and teach well-structured lessons to assigned classes following the school's curriculum, plans and schemes of work.
- Adapt teaching to respond to the strengths and needs of all pupils (including those with SEND).
- Set tasks which challenge all pupils and ensure high levels of engagement.
- Ensure that lessons are well resourced.
- Set high expectations in terms of learning and behaviour
- Promote a growth mindset culture.
- Ensure good progress and outcomes for all pupils in all subjects.
- Evaluate own teaching critically to improve effectiveness
- Make strategic use of additional classroom support to maximise the impact on pupils' acquisition of knowledge and skills.
- Encourage pupils to become independent and reflective learners who are active participants in the learning process.
- Assess, monitor, record and report on the learning, progress and achievement of all pupils
- Make accurate and productive use of assessment to improve outcomes.

Whole-school organisation, strategy and development

- Work collegiately to contribute to the development, implementation and evaluation of the school's policies, practices and procedures in line with the school's values and vision.
- Make a positive contribution to the school community beyond the classroom.
- Be flexible and co-operative in unforeseen circumstances.

Health, safety and discipline

- Always promote the safety and wellbeing of pupils.
- Manage behaviour effectively to ensure an orderly and safe learning environment
- Adhere to the stated policies and practices of the school;

Professional development

- Take part in the West Sussex ECT Induction programme/school appraisal procedures.
- Take part in further training and development to improve own teaching.
- Where appropriate, take part in the appraisal and professional development of others

Communication

- Communicate effectively with pupils, parents and carers
- Take part in marketing and liaison activities such as Open Evenings, Parents Evenings, Parent Workshops and events with partner schools.

Working with colleagues and other relevant professionals

- Establish respectful, effective working relationships.
- Set a good example through one's presentation and personal and professional conduct;
- Collaborate and work with colleagues and other relevant professionals within and beyond the school

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

The teacher will be required to safeguard and promote the welfare of children and young people, follow school policies and the staff code of conduct. Please note that this is illustrative of the general nature and level of responsibility of the role - it is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Please note that St. Peter's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. There will be a need for the successful applicant to undertake a criminal record check via the DBS.