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| **‘To Learn, Grow and Achieve together Through God’s Love’**  **St Stephen’s Job Description**  **Classteacher** |

**Main duties/responsibilities**

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| **General duties** |
| Undertaking duties as required in the ‘Teachers’ Standards’ |
| Displaying commitment to the ethos and success of the school. |
| Contributing to the school’s process of self-evaluation and development. |
| Being familiar with the school’s systems, structures, policies and procedures. |
| Actively supporting school activities where required, including attending educational trips, extra-curricular activities and parents’ evenings, which may require some out-of-hours availability. |
| **Teaching** |
| Delivering learning in accordance with the curriculum, national guidelines and the school’s strategy. |
| Teaching a class of approximately 30pupils. |
| Planning a varied, balanced and appropriate curriculum which supports the needs of all pupils and ensures all pupils reach their potential. |
| Adapting teaching styles to suit all pupils and providing a supportive learning environment. |
| Differentiating resources and equipment so lessons can be accessed by all pupils. |
| Self-evaluating their teaching to improve effectiveness. |
| **Pupil support** |
| Carrying out other duties that support pupils’ learning while operating in accordance with the school’s policies and procedures. |
| Working as part of a team to evaluate and develop pupils’ learning needs. |
| Enforcing the school’s Behaviour Policy through effective classroom management. |
| Encouraging pupils to develop and use their creativity and initiative, gain increased independence, and undertake new responsibilities. |
| Being familiar with the ‘Special educational needs and disability code of practice: 0 to 25 years’, and supporting pupils with SEND appropriately. |
| Understanding the school’s safeguarding procedures and actively promoting pupils’ wellbeing and safety. |
| **Monitoring and reporting** |
| Being committed to the school’s target setting and monitoring systems for pupil progress. |
| Systematically assessing and recording pupils’ academic progress and other areas of their progress, and using the results to inform lesson planning decisions. |
| Monitoring pupils’ classwork and homework, providing feedback and setting informed targets. |
| Delivering relevant national assessments in line with the relevant frameworks. |
| Reporting on individual pupils’ progress to the **headteacher** and parents, as required. |
| **Training** |
| Keeping up-to-date with, and remaining knowledgeable about, the requirements of the curriculum and national guidelines. |
| Undertaking relevant CPD. |
| **Communication** |
| Liaising with the SLTto ensure teaching is delivered in line with school expectations and goals. |
| Working with the SENCO to ensure pupils with SEND are appropriately supported. |
| Working with the DSL and their deputies to ensure safeguarding is promoted. |
| Working with the designated teacher for CLA to support CLA and previously CLA. |