**St Catherine’s Catholic Primary School**

**Job Description: Class teacher + TLR 2.1**

The school has been designated by the Secretary of State as a school with a religious character. Its Instrument of Government states that it is part of the Catholic Church and is to be conducted as a Catholic school in accordance with Canon Law, the teachings of the Catholic Church and the diocesan Trust Deed. At all times the school is to serve as a witness to the Catholic Faith in Our Lord Jesus Christ. The post therefore requires a candidate who is a practising Catholic who can show by example and from experience that he or she will ensure that the school is distinctively Catholic in all its aspects.

This appointment is made by the governing body of the school under the terms of the Catholic Education Service contract signed with the governors as employers. It is subject to the conditions of service for deputy headteachers contained in the current School Teachers’ Pay and Conditions document as well as other current education and employment legislation and statutory guidance.

**The governing body is committed to safeguarding and promoting the welfare of children and young people. The Deputy Headteacher must ensure that the highest priority is given to following the guidance and regulations relating to safeguarding and child protection. Appointment is conditional upon receipt of satisfactory Disclosure and Barring Service (DBS) checks in relation to criminal and child protection matters.**

JOB TITLE: **Class teacher + TLR 2.1**

ACCOUNTABLE TO: **The headteacher**

MAIN PURPOSE:

**The Class teacher + TLR 2.1 will:**

* Undertake the normal responsibilities of the class teacher;
* Be a member of the senior management team;
* Assist the headteacher and Deputy headteacher in managing the school;
* Assist the headteacher in raising standards across school by taking responsibility for one part of the School Improvement plan each year. This may involve supporting colleagues in leading change in a subject which is not necessarily your responsibility.

**MAIN TASKS:**

*The specific nature and balance of these responsibilities may vary from time to time and, particularly in a large school, be distributed amongst other holders of the post of deputy or assistant headteacher.*

**1. Class teacher responsibilities**

1.1 **To carry out the duties of a school teacher as set out in the current School Teachers’ Pay and Conditions Document.**

 1.2 To carry out the duties of a general class teacher as detailed in the school’s class teacher job description, including the provision of cover for absent teachers.

 1.3 If required, to be responsible for a specific class or age group of children to be decided on appointment.

**2. The internal organisation, management and control of the school**

 2.1 To have specific responsibilities to be agreed upon appointment.

**3. Curriculum Development**

3.1 To contribute to:

* **Supporting the HT by being a lead teacher within school, someone who can lead by example and support colleagues**
* **Supporting the HT by taking responsibility for part of the annual School Improvement plan**
* The development, organisation and implementation of the school’s curriculum
* School policies on curriculum, teaching and learning styles, assessment, recording and reporting
* Supporting the HT to ensure that the learning and teaching provided by different departments and teaching teams form a co-ordinated, coherent curriculum entitlement for individuals, including these with special educational needs
* Supporting the HT that information on pupil progress is used to improve teaching and learning, to inform and motivate pupils, to inform parents, to provide necessary references for other educational institutions and employers, and to aid governors in their future management of the school
* Supporting the HT that the individual pupil’s continuity of learning and effective progression of achievement are provided
* The promotion of extra-curricular activities in accordance with the educational aims and Catholic ethos of the school