



# Chatburn

## Church of England Primary School

Tel: 01200 441426    [www.chatburn.lancsngfl.ac.uk](http://www.chatburn.lancsngfl.ac.uk)    Headteacher : Mrs E Gardiner

## Job Description : Class Teacher

**JOB TITLE: Qualified Teacher**

**ACCOUNTABLE TO: The Headteacher**

The appointment is with the Governing Board of the School as employer under the terms of the National Society Contract. It is also subject to current conditions of employment of school teachers, contained in The School Teachers' Pay and Conditions Document and other current educational and employment legislation.

### Christian Ethos

**To work with the Headteacher and colleagues in creating, inspiring and embodying the Christian ethos and culture of this Church school, securing its Mission Statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and students to achieve their highest potential academically, physically, spiritually, socially, emotionally and morally.**

To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment

To attend, take part in and lead acts of collective worship.

To implement the policy of the Governing Board on Religious Education in accordance with the trust deed.

To ensure that pupils have a safe and caring environment both in school and on out of school activities.

To foster good relationships with all members of the school and local community including parents.

To promote the school and all it stands for on all occasions, in particular, work with stakeholders.

To celebrate the successes of the school and at every opportunity

To perform, in accordance with any directions which may reasonably be given by the Headteacher, such particular duties as may be assigned.

### Teaching and Learning

**Within the context of a Church School, the search for excellence pursued through teaching and learning takes place in the context of the individual needs and aspirations of the pupils as God's children.**

**The Class Teacher will:**

***Set high expectations which inspire, motivate and challenge pupils:***

- Manage the classroom effectively to develop a purposeful and stimulating learning environment
- Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- Demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils and follow the staff code of conduct at all times

***Promote good progress and outcomes by pupils:***

- Be accountable for pupils' attainment, progress and outcomes
- Plan teaching to build on pupils' capabilities and prior knowledge
- Guide pupils to reflect on the progress they have made and their emerging needs
- Demonstrate knowledge and understanding of how pupils learn and consider how this impacts on teaching
- Encourage pupils to take a responsible and conscientious attitude to their own work

***Demonstrate good subject and curriculum knowledge:***

- Have a secure knowledge of the relevant subjects and curriculum areas, foster and maintain pupils' interests in all subjects, and address misunderstandings
- Demonstrate a critical understanding of developments in the subject and curriculum areas
- Demonstrate an understanding and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject
- Demonstrate a clear understanding of appropriate teaching strategies

***Plan and teach well structured lessons:***

Teach clearly structured lessons and sequences of work, which interest and motivate pupils and in which:

- Pupils' learning needs and abilities are taken into account
- Learning objectives and success criteria are made clear to pupils and revisited during lessons
- Interactive teaching and learning methods and collaborative group work are used
- Active and independent learning is promoted that enables pupils to think for themselves and to plan and manage their own learning
- Set challenging teaching and learning objectives which are relevant to and based on knowledge of pupils and take account of their learning needs and abilities, evidence of past and current achievement, expected standards for pupils of the relevant age range, the range and content of work relevant to that phase.
- Impart knowledge and develop understanding through effective use of lesson time
- Promote a love of learning and children's intellectual curiosity
- Set homework and plan other out of class activities to consolidate the knowledge and understanding pupils have acquired
- Reflect systematically on the effectiveness of lessons and approaches to teaching
- Contribute to the design and provision of an engaging curriculum

***Adapt teaching to respond to the strengths and needs of all pupils:***

- Know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
- Have a secure understanding of how a range of factors can inhibit pupil's ability to learn, and how best to overcome these
- Demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development
- Have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with EAL, those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them

***Make accurate and productive use of assessment:***

- Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- Make use of formative and summative assessment to secure pupils' progress
- Use relevant data to monitor progress, set targets and plan subsequent lessons
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback

***Manage behaviour effectively to ensure a good and safe learning environment:***

- Have clear rules and routines for behaviour in classrooms and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy
- Have high expectations of behaviour and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them and to develop self-control and independence
- Maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary
- To assist in, and be supportive of, the maintenance of fair discipline and good order throughout the school at all times

***Fulfil wider professional responsibilities:***

- Make a positive contribution to the wider life and ethos of the school
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Deploy support staff effectively
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- Communicate effectively with parents with regard to pupils' achievements and well-being
- Contribute to the development of parental and community involvement in the life and work of the school
- Provide enjoyable opportunities to enrich pupils' experiences
- Be committed to safeguarding and promoting the welfare of children

## **The Teacher as a Professional**

**In a Church School, the responsibility of each teacher is to assist the Headteacher in the leadership of a faith community for whom Christ is the model. In the teaching and management of staff, their unique contribution as individuals, valued and loved by God, should be recognised.**

To contribute to a climate of mutual support, in which self confidence and self esteem can grow and to work as a member of a team

To be committed to personal professional development and to participate in the school's system of performance management

To contribute as appropriate to the professional development of colleagues

To participate in meetings with other staff to review curricular, pastoral and organisational and administrative matters affecting the school

To supervise and support the work of teaching and learning assistants, including volunteers

To take part in the induction and assessment of newly qualified teachers and of students undertaking school practice

To supervise pupils outside the classroom as required by the Headteacher and within the Conditions of Employment

To participate in cover for absent staff as required and within the terms of the Conditions of Employment

To share in the corporate responsibility for the well-being, safeguarding and discipline of all pupils and know arrangements and policies for the safeguarding and well-being of children

To meet the expected standard of a qualified teacher as outlined in the Professional Standards for Teachers

## **Resource Management**

**In a Church School, the relationship between the Mission Statement and the deployment of all staff, finance, resources, time and energy should reflect the Christian aims of the school community and the needs of all pupils.**

To manage materials and equipment for lessons to ensure minimal damage wastage and loss.

To provide a purposeful, safe and tidy working environment that celebrates achievement and success.

## **Specific Responsibilities:**

### **Subject Leader Job Description:**

**Purpose:** The subject leader will ensure that there is consistency of teaching, continuity in skills, and high standards of learning throughout the school, in their subject area.

**Duties:** The subject leader will:

- Coordinate the development of a cohesive and effective long term plan in their subject
- Ensure that all planning (medium and short term) meets all National Curriculum requirements
- Review, monitor and evaluate current practice (including schemes and policies) and provide feedback to the School leadership team and governors
- Support, motivate and advise staff, and work alongside them in the development of their classroom practice, where appropriate
- Lead by example, through good classroom practice
- Develop an action plan which contributes to the school improvement plan
- Maintain an up to date knowledge of national and local initiatives through continuous professional development.
- Ensure that resources are appropriate and accessible for staff, prioritising resources needs in line with school budget and as indicated in the overall improvement plan.
- Share good practice within school and between schools.
- Manage a subject budget and line manage support staff if and when delivering the subject to in other classes.

***This job description is not a contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but will be reviewed annually.***