**JOB DESCRIPTION – CLASS TEACHER**

**Position: Teacher**

The responsibilities of Class Teacher are set out by the Class Teacher job description and the school teachers’ pay and conditions document.

**KEY PURPOSE**

* Teach a class of pupils and ensure that planning, preparation, recording assessment and reporting meet their varying learning and social needs.
* Maintain the positive ethos and core values of the school, both inside and outside the classroom.
* Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
* Ensure that the current national conditions of employment for school teachers are met.

**MAIN ACTIVITIES**

1. Implement agreed school policies and guidelines.

2. Support initiatives decided by the Headteacher and staff.

3. Plan appropriately to meet the needs of all pupils, through differentiation of tasks/having the highest expectation of every child, believing that every learner has unlimited potential for development.

4. To plan and deliver the curriculum within the framework of present school policies, both in short and long term planning structures.

5. Set clear targets, based on prior attainment, for pupils learning;

6. To plan and resource a classroom which will encourage the development of all aspects of children’s learning. In particular to encourage children independent use of resources and involvement in their learning.

7. Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.

8. To monitor children’s progress, keep records and evaluate children’s achievements.

9. To set children high standards in the content and presentation of their work by the quality of your displays of that work.

10. To establish and maintain good relationships with colleagues, working as part of a team in all aspects of school improvement.

11. Maintain good order and discipline amongst pupils, in accordance with the school’s Positive Behaviour policy.

12. Work in partnership with parents, carers in providing a quality education for all the children and report to parents on the development, progress and attainment of pupils.

13. Participate in meetings which relate to the school’s management, curriculum, administration or organisation.

14. Communicate and co-operate with specialists from outside agencies.

15. Lead, organise and direct support staff within the classroom.

17. Participate in the appraisal system for the appraisal of your own professional development and the professional performance & that of other teachers.

18. Improve practice by taking an active role in your own professional development and the professional development of colleagues