

Lancashire County Council

Job Description

Post title: Class Teacher (Part-Time)					
Directorate: CYP Schools				Location:	Abbeystead, Lancaster
Establishment or team:		Cawthorne's Endowed School		Post number:	1
Grade:	Main scale 1-6 (depending on experience)	Staff responsibility:	Yes	Essential Car user:	Yes
Job purpose					
To teach and care for the pupils assigned to you as a classroom teacher, compliant with the school aims and in pursuit of high standards of pupil achievement – academically and socially. The school aims to create an environment which stimulates learning, is individually rewarding, dynamic and safe. This post will be for the 2 days in KS2 that the Headteacher is office based and to teach and lead PE to all year groups on another day. Experience of leading of PE is not essential but a passion for leading the subject is desired. (3 days in total)					
Objectives					
<ul style="list-style-type: none"> To ensure pupil entitlement to the national curriculum. To create a classroom atmosphere conducive to effective learning. To help all pupils achieve and realise their potential. To ensure that all pupils observe the code of conduct 					
Main responsibilities					
<ul style="list-style-type: none"> Planning and delivery of the curriculum Promote good progress and outcomes by pupils. Classroom management, including issues of health and safety. Target setting. Marking, assessing, recording and reporting. Pastoral care. Carrying out supervisory duties in accordance with published schedules and procedures and maintain professional credibility at all times. Be proactive in personal professional development. 					
Key tasks					
<ul style="list-style-type: none"> Teach pupils within the KS2 age range in the role of class teacher To Teach and lead PE to all year groups from EYFS through KS1 and KS2 To record and monitor pupils' achievements - to maintain satisfactory records in accordance with N.C. Requirements. To identify, along with other staff, children with additional needs or Special Educational Needs and to inform the appropriate inclusion manager. Be proactive in reporting child protection/safeguarding concerns to the named person Fully use agreed curriculum policies/ schemes of work and the staff handbook Attend and contribute to key stage, team and full staff meetings. Consult with colleagues and/or senior staff when guidance/advice is required. 					

- Contribute towards the goals and targets in the school's improvement plan.
- To report to parents as required and to consult with parents regarding the educational needs and progress of their children.
- To supervise the work of ancillary support staff as required and to supervise students when necessary.
- Ensure that punctuality and effectiveness are observed at all times.
- Maintain high standards of personal conduct and dress.
- Maintain a professional interest in educational initiatives relevant to your subject(s).
- Consult with the Headteacher on any issue relevant to personal professional development, in line with the school's improvement plan.

Conditions of employment

The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the Contract of Employment).

The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body.

To uphold the school's policy in respect of child protection matters. The post holder shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers Pay and Conditions Document.

The post holder may be required to perform any other reasonable tasks after consultation.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed. This job description is not necessarily a comprehensive definition of the post.

It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder

All staff participate in the school's performance management scheme.

Prepared by:

Headteacher

Date:

21/07/2025