



THE PARISH OF ST LAURENCE CE PRIMARY SCHOOL

JOB DESCRIPTION for Key Stage 2 Class Teacher with TLR 2.1 responsibility for Teaching and Learning

This appointment is with the Governors of the school, under the terms of the School Teachers' Pay and Conditions document, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of governance.

This job may be amended at any time following discussion between the head teacher and member of staff, and will be reviewed annually.

Teachers at St Laurence's CE Primary School must make the education of their pupils their first concern and are accountable for achieving the highest possible standards in work and conduct. They must act with honesty and integrity; have strong subject knowledge; keep their knowledge and skills as teachers up to date and be self-critical; forge positive professional relationships and work with teachers in the best interests of their pupils.

In addition to the requirements of a class teacher and any other agreed responsibilities, in the context of the school's Performance Management Policy, the class teacher will:

A Christian Ethos

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.

- To attend and take part in acts of collective worship in accordance with the school's policy.
- To implement the school policy 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 at every opportunity.
- To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment.
- To perform, in accordance with any directions which may reasonably be given by the Headteacher.

B Strategic direction of the school- with the support of, and under the direction of the Headteacher and leadership team:

- support the vision, ethos and policies of the school in which all pupils have access to a broad, balanced and relevant curriculum and promote high levels of achievement throughout school;
- support the creation and implementation of the school development plan, and take responsibility for appropriately delegated aspects of it;
- work with all staff in achieving the priorities and targets of the school;

- gain an understanding of levels of achievement of your pupils and their relationship to overall school targets and aspirations;
- support the evaluation of the effectiveness of the school's policies and developments and analyse their impact on standards;

and specifically for the area of responsibility of;

Teaching and Learning

- Lead the development, implementation, and evaluation of the school's teaching and learning strategy in line with the school improvement plan.
- Work closely with the Senior Leadership Team (SLT) to set high expectations and secure excellent outcomes for all pupils.
- Ensure that teaching practices reflect the latest research and evidence-based approaches.
- Model outstanding teaching and learning across the school.
- Use lesson observations, learning walks, and data analysis to identify strengths and areas for improvement.
- Communicate effectively with parents, governors, and external agencies about teaching and learning priorities.

C Teaching and Learning

- be responsible for teaching a class within any key stage, developing a stimulating and challenging learning environment which secures effective learning and provides high standards of achievement, behaviour and discipline, in accordance with school policies;
- be responsible for pastoral care of pupils in a class, promoting self discipline and good behaviour at all times, in accordance with school policies;
- to take responsibility for leadership English;
- to work with pupils and staff to ensure challenging, yet realistic expectations of pupils
- support the Headteacher in the monitoring of the quality of teaching and children's achievements, including the analysis of performance data;
- support the Headteacher in developing links with parents and managing transition between year groups, key stages and preschool and secondary schools.

D Leading and Managing Staff and areas of responsibility

- support the Headteacher in developing positive working relationships with and between all pupils and staff;
- lead groups of staff in developmental activities and evaluate outcomes;
- implement the process of monitoring and maintain any such records as are agreed between the parties concerned;
- provide regular feedback to teachers on their progress.
- provide support to newly qualified teachers, supply teachers, teachers and teaching assistants;
- provide regular information to the Headteacher, leadership team and governors about the effectiveness of curriculum policies, plans and priorities, success in meeting objectives and targets, and any future development needs;
- keep up to date on whole school curriculum initiatives and advise on and contribute to the professional development of staff.

E Performance Management Team Leader

- work with an agreed number of members of staff, agree and record specific objectives according to the school's established Performance Management policy;
- agree and record support requirements relating to training, development and any specific conditions required by the members of staff relating to the achievement of Appraisal objectives;
- implement any necessary action, liaison or communication to ensure that the support mechanisms are in place and effective.
- establish relevant structures and processes to review with members of staff their achievements at the end of the performance management cycle;
- agree appropriate strategies for checking on progress towards the agreed objectives, which will include classroom observation, data collection and analysis, informal and formal meetings as required;
- implement the process of monitoring and maintain any such records as are agreed between the parties concerned;
- provide regular feedback on progress.
- complete the appropriate documentation; within the agreed school procedures, make any necessary communications in relation to performance related pay.

F Effective deployment of staff and resources:

- to support the headteacher in developing positive working relationships with and between all pupils and staff;
- to lead groups of staff in developmental activities and evaluate outcomes;
- to support the performance management cycle as required and use the process to develop personal and professional effectiveness;
- to provide support to newly qualified teachers, supply teachers, teachers and teaching assistants.
- to keep up to date on current initiatives and advise on and contribute to the professional development of staff.

G General;

- to take on specific tasks related to the day to day administration and organisation of the school;
- to take on any additional responsibilities which might from time to time be determined.
- to undertake any necessary personal training needed to perform the role effectively.
- Teachers are expected to participate positively in meetings and take personal responsibility for their own professional development.

Equal opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Safeguarding Commitment

This school is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.