



Job Description: Class Teacher

Date: September 2021

Job Purpose:

The Class Teacher will:

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

Duties:

The Class Teacher will:

- support and promote the Catholic ethos of the school;
- undertake duties, as required by the Teachers' Standards
- display a high standard of professional behaviour and integrity at all times;
- implement agreed school policies and guidelines;
- have regard for continuing professional development (CPD) and contribute to the school's process of self-evaluation and development
- support initiatives decided by the Headteacher;
- To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
- Plan a varied, balanced and appropriate curriculum which which focus on raising standards and achieving excellence, meeting the needs of all pupils through effective differentiation of tasks;
- mark pupils' work regularly in accordance with the marking policy and ensure that children know how to improve their work by giving oral and/or written feedback.
- be able to set clear targets, based on prior attainment, for pupils' learning;
- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of pupils;

- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- participate in meetings which relate to the school's management, curriculum, administration or organisation;
- communicate and co-operate with specialists from outside agencies;
- lead, organise and direct support staff within the classroom;
- participate in the performance management system for the appraisal of their own performance, or that of other teachers.

Signed:

Date: