

MPS Class Teacher - Job Description

The Conditions of Employment for Teachers as shown in the current School Teachers Pay and Conditions document sets out the professional duties and responsibilities of all teachers other than Head teachers. The following is the description of the additional duties and responsibilities attached to this post:

Post Title: Class Teacher

Salary Level: MPS

Responsible to:
Head teacher and Governing Body

Responsible for:
Ensuring high quality education for all pupils in accordance with statutory requirements.
Putting the needs of the children first and actively promoting an enthusiasm to learn.

Main Purpose of the Post:
To carry out the duties of a school teacher as set out in the latest School Teacher's Pay and Conditions Document and having regard to the Professional Standards for Teachers.

Main Duties and Responsibilities:

Teaching and Learning

- Have knowledge and understanding of the strategies for improving and sustaining high standards of teaching, learning and achievement for all pupils.
- To undertake class teaching including the organisation, planning, differentiation and implementation of the curriculum within the requirements of school policies and the schools aims and objectives and the National Curriculum.
- Develop a stimulating and positive learning environment which inspires effective learning.
- Be responsible for the pastoral care of the pupils, promoting self discipline and good behaviour at all times, in accordance with school policies.
- Be aware of and ensure health and safety requirements are met.
- Ensure that the curriculum on offer provides equal opportunities for all pupils.
- To actively seek out ways to enrich the learning experiences of children through the coordination of extended learning programmes.
- To liaise with other settings and Key Stage leaders to provide continuity and consistency and support transition.

Monitor and evaluate standards of attainment.

- Analyse and interpret national, local and school assessment data to inform policies and practises and set targets for further improvement.
- Establish and implement clear policies and practises for assessing, recording and reporting on pupil achievement.

- Ensure that information about pupils' previous achievements is used effectively to secure good progression.
- Establish clear targets for pupil achievement, and evaluate progress towards meeting those targets.
- Co-ordinate the identification of special needs and liaise with the school's SENDCO in securing an appropriate provision for identified pupils.

Relationships with Parents and the Wider Community

- Develop effective links with the local community in order to enhance teaching and learning opportunities.
- Ensure that parents are well informed about the curriculum, targets, children's progress and attainment.

Managing and Developing Staff and Working with Other Adults

- Lead and manage the effective deployment support staff.
- To work and plan collaboratively with colleagues within a phase team.
- Work in partnership with outside agencies.

Managing Own Performance and Development

- To be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.
- Prioritise and manage own time effectively, particularly in relation to balancing the demands made by teaching, subject management and involvement in school development.
- Develop and extend own knowledge attending relevant courses and keeping up to date with current initiatives.

Other Professional Requirements

- Be a committed member of the school team, playing a positive, active part in the life of the school community.
- Operate at all times within the stated policies and practices of the school.
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct.

Subject Leader (Not applicable to NQT)

- Have a detailed professional knowledge of a subject area including an understanding of the knowledge, progression and development of their subject across the school.
- Monitor, evaluate and review the quality of learning and teaching in a subject area and across the Key Stages sharing judgments with teaching and support staff as appropriate.
- Develop and improve curriculum subject knowledge and pedagogy.
 - Advise other teachers and support staff according to their subject expertise.
 - Contribute to continuing professional development (CPD) activities.
 - Disseminate examples of effective planning and practice of subject across the school.
 - Disseminate examples of 'good practice' in learning and teaching.
 - To lead the development of outdoor learning within a subject area .
 - Set priorities, targets and action plans, which will be part of the Developing Excellence Plan.
 - Ensure the Head teacher, SLT and Governors are well informed about policies, plans and priorities for the subject area, the success in meeting objectives and targets, and any future development needs.

Other Duties and Responsibilities to:

To undertake any duty which is required either by the Headteacher or the Governing Body.

This appointment is subject to the current conditions of employment of teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and other current legislation.

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

Date:

Employee Signature:	Date:
Headteacher Signature:	Date: