



NEW CHAPTER PRIMARY SCHOOL Class Teacher Job Description

Job Title:	Class Teacher
Reporting to:	Headteacher
Salary / Grade:	MKET Pay Range
Disclosure Level:	Enhanced

To be read in conjunction with the professional duties set out in the current *School Teachers' Pay and Conditions Document*.

JOB PURPOSE

To carry out the professional duties of a teacher in order to secure:

- improved standards of learning and achievement for all pupils;
- high quality teaching and pastoral care;

JOB DESCRIPTION

Strategic Role	<p>Actively contribute to:</p> <ul style="list-style-type: none"> • the support the development of New Chapter's ethos, aims, priorities, targets and action plans; • the development and implementation of whole school and subject policies and practices; • creating a climate which enables other staff to develop and maintain positive attitudes towards the subject and confidence in teaching it; • ensuring statutory curriculum requirements and the requirements for assessment, recording and reporting of pupils' attainment and progress are met.
Planning & Setting Expectations	<ul style="list-style-type: none"> • Plan effective lessons, activities and sequences of lessons to meet the individual needs of all pupils. • identifying clear teaching objectives and specifying how they will be taught and assessed • setting tasks which challenge pupils and ensure high levels of interest • setting appropriate and demanding expectations • setting clear targets, building on prior attainment • providing clear structures for lessons maintaining pace, motivation and challenge; • maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to

	<p>punctuality, behaviour, standards of work and homework</p> <ul style="list-style-type: none"> • encouraging pupils to think and talk about their learning, develop self-control and independence, concentrate and persevere, and listen attentively; • using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning; • Contribute to the writing and review of schemes of work and lesson plans. • Use information and prior attainment data to set well-grounded and appropriately challenging targets and success criteria. • Ensure lesson planning takes account of any SEN statement and/or IEP. • Liaise with TAs, SENCo, G&T co-ordinator and other sources of support as appropriate.
<p>Teaching & Managing Student Learning</p>	<ul style="list-style-type: none"> • Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources. <ul style="list-style-type: none"> • using a variety of teaching methods to: <ol style="list-style-type: none"> 1. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary 2. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions 3. select appropriate learning resources and develop study skills through library, I.C.T. and other sources; • ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught; • evaluating own teaching critically to improve effectiveness; • ensuring the effective and efficient deployment of classroom support • taking account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy; • Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships. • Engage and motivate all pupils, taking appropriate action to tackle any under-achievement or disaffection. • Identify pupils who have special educational needs, and give positive and targeted support. Implement and keep records on progress towards IEP targets. • Ensure curriculum coverage, continuity and progression for all pupils, including those of high ability and those with special educational or linguistic needs. • Develop pupils' individual and collaborative study skills. • Effectively develop pupils' literacy, numeracy and ICT skills; • Contribute to pupils' understanding of the responsibilities and rights of citizens. • Recognise and deal appropriately with equality issues.
<p>Assessment & Evaluation</p>	<ul style="list-style-type: none"> • Consistently and effectively monitor the progress of pupils and give clear and constructive written and oral feedback. • Contribute to the development of a range of assessment activities to track student progress.

	<ul style="list-style-type: none"> Participate in the self-evaluation of subject(s) taught and own teaching.
Student Achievement	<ul style="list-style-type: none"> Demonstrate impact of teaching on pupils' achievement relative to prior attainment. Ensure all pupils make progress that is better than similar pupils nationally.
Liaising with parents and the wider community	<ul style="list-style-type: none"> Establish a partnership with parents to involve them in their child's learning, as well as providing information about curriculum, attainment, progress and targets. Develop effective links with the local community, including business and industry, in order to extend subject activities, enhance teaching and develop the pupils' wider understanding. Communicate effectively, orally and in writing, with parents, governors, external agencies and the wider community, including business and industry. Liaise with colleagues and external agencies responsible for pupils' welfare.
Managing and developing staff and other adults	<ul style="list-style-type: none"> Establish constructive working relationships with other staff. Participate in own appraisal and that of other staff as required by the school policy on Performance Management and use the process to develop the personal and professional effectiveness of the teacher. Participate in the induction of trainee and newly qualified teachers. Lead professional development through example and support the provision of high quality professional development by participating in coaching as well as drawing on other sources of expertise as necessary, for example, HE, LAs and subject associations.
Managing Resources	<ul style="list-style-type: none"> Maintain existing resources and contribute to the development of new resources. Ensure the effective and efficient use of learning resources, including use of TAs and ICT.
Managing own performance and development	<ul style="list-style-type: none"> Prioritise and manage own time effectively. Achieve challenging professional goals. Take responsibility for own professional development and use the outcomes to improve teaching and pupils' learning. Keep up-to-date with knowledge of subject(s) taught. Take account of wider curriculum developments.
Safeguarding Children	<ul style="list-style-type: none"> Promote and safeguard the welfare of all pupils Adhere to the staff Conduct Guide and the Computing Code of Conduct
Other Specific Duties	
<ul style="list-style-type: none"> Duty Team member 	

Name:

Signed: Date: