

# St John XXIII Catholic Primary School

## Job Description: Class Teacher

**This job description is to be performed in accordance with the provisions laid down in the relevant sections of the current School Teacher's Pay and Conditions Document and the current Teacher's Standards.**

**Salary: M1 – M6**

### **Job Purpose:**

The Class Teacher will:

- teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive ethos and core values of the school, both inside and outside the classroom;
- 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:

- maintain the Catholic Ethos of the school
  - implement agreed school policies and guidelines;
  - support initiatives decided by the Headteacher and staff;
  - plan appropriately to meet the needs of all pupils, through differentiation of tasks;
  - 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. T

The following job description is not exhaustive. It is expected that teachers will work closely with the Headteacher and governors to develop the role to reflect the needs and demands of the post.