



## The Good Shepherd

### Class Teacher Job Description

<b>Post:</b>	Class Teacher (ECT welcome to apply)
<b>Salary &amp; Grade:</b>	MPS - Inner London
<b>Line Managed by:</b>	Headteacher & Senior Leadership Team
<b>Supervisory responsibilities:</b>	The holder of this post will be responsible for the deployment and supervision of the work of any learning support assistants/ teaching assistant within the class setting.

#### Main purpose of the job:

Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current *School Teachers Pay and Conditions Document and Teacher Standards (2013)* and to fulfil the following responsibilities:

#### 1. SCHOOL AIMS AND VALUES

- To support and promote the aims, Catholic ethos and values of the school.
- To ensure that practice reflects the agreed aims, principles of learning and policy on equal opportunities, thereby promoting the progress and well-being of each child.
- To foster excellent relationships with staff, children, parents, governors and the local community.
- To have the highest expectations of yourself and of the children.

#### 2. TEACHING RESPONSIBILITIES

- To teach all pupils assigned to you, according to their educational needs, in line with the requirements of the National Curriculum.
- To plan and prepare a series of lessons (and the required resources) at appropriate levels to match the prior attainment of children, in order to inspire, motivate, challenge and secure good or better progress of all individuals and groups.
- To direct, guide and support any allocated support staff, ensuring that children gain the best learning experiences and make good or better progress.
- To use an appropriate range of observation, assessment, monitoring and recording strategies in order to set challenging learning experiences and aspirational targets for all children.
- To make accurate and effective use of assessment to secure progress, offering regular feedback that allows children time to respond to the feedback, reflect on their progress and take a responsible and conscientious attitude to their own learning.
- To utilise relevant data to monitor progress, set targets and plan subsequent learning.
- To create positive, professional relationships with parents and carers, ensuring that lines of communication enhance children's experiences and achievement and deliver excellent liaison between home and school.
- To provide an environment, both inside and out which promotes and celebrates excellent learning, ensuring that the learning environment is stimulating, well-organised and tidy.
- To participate in any administrative and organisational tasks within the remit of the current *School Teachers' Pay and Conditions Document*.
- To demonstrate an understanding of and take responsibility for promoting high standards of literacy,

including the correct use of spoken English.

- To liaise with outside agencies regarding the education of children for whom you are responsible and to participate in meetings with them as required.
- To leave clear instructions and prepared work when absent.

### **3. BEHAVIOUR AND SAFETY RESPONSIBILITIES**

- To establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and create, within school systems, a framework for discipline with a range of strategies based on the schools relationship policy.
- To ensure the highest levels of safeguarding, both on school premises and during off-site school activities.
- To register the attendance of pupils, actively promoting the high expectations of the school for good attendance and punctuality.
- To follow the health and safety policy of the school at all times.
- To show commitment to safeguarding and child protection, following the procedures and policies of the school.
- To be prepared to work both inside and out in all weathers to promote learning and development.

### **4. PROFESSIONAL RESPONSIBILITIES AND DEVELOPMENT**

- To develop personal reflection skills, contributing to effective self-evaluation of strengths and areas of development as a teacher and identify professional development needs.
- To remain up-to-date with current developments in the world of education, subject knowledge and methods of promoting high quality teaching and learning.
- To undertake further training and professional development in order to develop your skills as a teacher (and as appropriate, curriculum leader).
- To attend and participate actively in INSET days and staff meetings.
- To participate and contribute to arrangements within an agreed framework for performance management.
- To contribute as appropriate towards the professional development of other teachers and non-teaching staff, including the induction of new teachers, student teachers etc and share areas of expertise (for experienced staff only).

April 2024

*This job description is not your contract of employment or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. This job description may be reviewed annually.*