



# William Fletcher Primary School

*Where Everyone Counts*

Rutten Lane \* Yarnton \* Oxfordshire \* OX5 1LW

Tel: 01865 372301 \* e-mail: [office.2354@william-fletcher.oxon.sch.uk](mailto:office.2354@william-fletcher.oxon.sch.uk)

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### Job Description: Class Teacher

#### Introduction

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the post holder. You will be expected to carry out the professional duties of a teacher as outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation. All teachers are expected to work within the stated aims and ethos of the school and carry out agreed policies and procedures.

#### Purpose of the Role

To teach a class of children, ensuring the planning, preparation, recording, assessment and reporting meet the different learning and personal needs of the children and are in line with school and national curriculum guidelines. To be accountable for the children's attainment and achievement for taught pupils.

#### Key Accountabilities:

##### 1. Professional Standards

- Hold positive values and attitudes and adopt high standards of behaviour in your professional role
- Communicate effectively with learners, colleagues, parents and carers
- Implement agreed school policies, practices and guidelines including those designed to promote equality of opportunity
- Attend staff meetings and contribute constructively
- Make a positive contribution to the smooth running of the school
- Report to colleagues, parents and carers on the development, progress and attainment of children.
- Keep appropriate and efficient records, as agreed.
- Act upon advice and feedback and be open to coaching and mentoring
- Maintain an up-to-date knowledge and understanding of the professional duties of teachers and the statutory framework within which you work

##### 2. Standards and Achievement

- Set clear and challenging targets for children that build on prior attainment and enable children to make good progress
- Have high expectations of all children
- Use school, local and national statistical information to evaluate the effectiveness of your teaching, to monitor the progress of those they teach and to raise levels of attainment.



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### 3. Teaching, Learning and Assessment

- Provide consistently good quality teaching and have high expectations of all children
- Have teaching skills which lead to learners achieving well, relative to their prior attainment, making progress as good as similar learners nationally
- Plan appropriately to meet the needs of pupils, through differentiation of tasks
- Promote positive learning behaviours including self-control, independence, resilience, cooperation and collaboration.
- Assess pupils work accurately using teacher assessment and tests as agreed
- Mark children's work according to the school marking policy and keep appropriate and effective records, integrating formative and summative assessment into weekly and termly planning
- Monitor the progress of children, ensuring that additional support is given as and when appropriate

### 4. Health and Safety

- Undergo First Aid/Safety training and update courses if necessary.
- Assist in the delivery of health and safety policies and practices.
  - To be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the Head teacher and Governors on all issues to do with Health, Safety & Welfare.
- Be fully familiar with the current Safeguarding and Child Protection Policies and Guidelines



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