



# Fairfields Primary School

Head Teacher Mrs Vicky Hopkins  
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## JOB DESCRIPTION – Class Teacher

**POST TITLE:** Class Teacher

**RESPONSIBLE TO:** The Headteacher & Deputy Headteacher

### 1. General Responsibilities

To carry out the duties of a school teacher (as defined in the current National Conditions of Service Document).

### 2. Situation

- To be responsible to the Headteacher for the educational care and development of a class of children (Year group/s as agreed), and for any groups assigned to you
- To be part of a year-group planning team
- To be part of a Key Stage Team, under the leadership of the Headteacher, Deputy Headteacher and Assistant Headteacher

### 3. Duties

The post holder will be required to carry out appropriate duties described in the National Conditions Document, and such duties as the Headteacher may at times reasonably direct, including:

- Working to fulfil the aims of the school and principles set out in the school's Policy Statement for Teaching and Learning
- Implementing the National Curriculum in accordance with the agreed policies of the school
- Using planning and teaching approaches to enable children's different needs to be met, according to their aptitudes, stages of development, and levels of understanding
- Working closely with the Inclusion Manager) and members of the support team, according to agreed policies
- Maintaining records of programmes of study undertaken, the assessment of pupils' work and reporting on their achievement
- All class teachers hold an additional responsibility as a subject manager except in the case of early career teachers who are exempt from subject management in their first two years of teaching