

**LONG FURLONG PRIMARY SCHOOL
JOB DESCRIPTION**

Job title: Class Teacher
Name:
Responsible to: The Headteacher

The Contract Terms and duties are those in accordance with the current School Teachers' Pay and Conditions document and the Conditions of Service for School Teachers in England and Wales (the Burgundy Book).
 All teachers are expected to work within the stated aims and ethos of Long Furlong School.

Safeguarding and Promoting the Welfare of Pupils

- Help to provide a safe environment in which children can learn, and foster a school environment in which pupils are able to share concerns with trusted adults
- Identify children who may be in need of extra help or who are suffering, or are likely to suffer significant harm
- Take appropriate action to record and report safeguarding concerns to the Designated Safeguarding Lead

In general terms your duties and responsibilities will include:

	<ul style="list-style-type: none"> • Planning, preparing and delivering lessons giving balanced curriculum access for all children;
	<ul style="list-style-type: none"> • Setting, marking, evaluating and reflecting on/responding to progress and attainment of individual pupils;
	<ul style="list-style-type: none"> • Providing a stimulating environment for children to work in;
	<ul style="list-style-type: none"> • Assessing and recording pupils' progress systematically and making reports as appropriate to the Headteacher, co-ordinators and keeping parents informed about their child's work and progress;
	<ul style="list-style-type: none"> • Communicating and co-operating with other authorised agencies including the participation in meetings if required;
	<ul style="list-style-type: none"> • Establishing high levels of expectation, to include good standards of pupil behaviour and achievement within the class;
	<ul style="list-style-type: none"> • Working closely with all team members to ensure continuity of approach. • Assisting in the promotion of the corporate life of the school and the personal, social and emotional well-being of pupils within the community • Contributing to out of school activities e.g. parents' consultations, open evening, school trips, entertainment etc. as may reasonably be expected by the Headteacher. • Taking part in appropriate staff development in line with the school development plan • Taking part in extra curricular activities in support of the school community e.g. plays, concerts, entertainment, sports fixtures etc • As an employee under the Health and Safety Act at work you need to ensure the health and safety of yourself and those around you and to assist with the establishment's compliance with Health and Safety Legislation.

		You may be asked to fulfil other duties and responsibilities, which are reasonably expected by the Head teacher.

Teacher's Name

Teacher's Signature **Date**