

Long Sutton C of E Primary School



*Through our core Christian values of Love, Courage & Hope,
we nurture, encourage and challenge each unique child to
be kind, be respectful and be the best they can be.*

Class Teacher Job Profile

Responsible to: The Co-Headteachers

Function: Class Teacher

General Duties

You will be responsible for:

The education and welfare of a designated class / group of pupils, in accordance with the requirements of the Conditions of Employment of School Teachers, having due regard to the requirements of the National Curriculum, the school's aims and values and schemes of work and the policies of the governors, including the following:

Policy

- To fully support the school's values, vision, School Development Plan, policies and procedures.

Pupils

- Encourage and assist each child to achieve his or her potential.
- Demonstrate awareness of the individual needs of each child, providing challenge and support through adaptive teaching and task design.
- Encourage and assist each child to develop emotionally, socially, morally and spiritually.
- Build positive relationships with children based on high expectations.
- Involve pupils in reflecting on, evaluating and improving their own performance and progress.
- Acknowledge and celebrate each child's successes.

- Adopt a child-centred approach and enable pupils to develop good learning habits.
- Ensure equality of opportunity for all pupils, valuing race, gender and cultural differences, whilst challenging stereotyped views.
- Follow the school's relational behaviour policy and ensure children's safety and good behaviour including carrying out an appropriate share of active supervision at break and other times.
- Create and regularly review, Personalised Learning Plans for children who are on the SEND register.
- Gather evidence for and contribute to EHCP annual reviews (if relevant to your class).

The Classroom Environment

- Provide a classroom environment which is:
 - Caring and safe;
 - Welcoming and stimulating;
 - Organised;
 - Encouraging of independence;
 - Creative and interactive, making best use of technology;
 - Inclusive and ensuring equality for all.
- Contribute to the maintenance of an attractive and orderly whole school environment.

The Curriculum

- Plan and prepare suitable programmes of study and themed units in accordance with current curriculum guidelines defined by the Co-Headteachers and the governors of the school, working in partnership with colleagues, and provide evaluations of lessons and themed units.
- Mark, assess and record pupils' work in accordance with our school policies, including the marking and assessment policy.
- Provide the Co-Headteachers with oral and written assessment of individual pupils' progress and needs if required and complete and prepare pupil records
- Actively contribute to the development of a creative curriculum.
- Identify opportunities for your class to engage in outdoor learning.

Partnership with Parents

- Work together with parents to further each child's learning.
- Work together with parents on matters of pastoral care and behaviour.

- Inform parents of their child's progress, strengths and areas for development, and matters of concern.
- Communicate effectively with parents about class activities.
- Contribute to and participate in parent's evenings, open days and other events involving parents such as PTA events.

Self and Colleagues

- Be committed to continuous improvement. Make full use of professional development opportunities and contribute to performance management, coaching and professional debate and action research.
- Share in tasks needed to keep the school running smoothly, including (with the exception of ECTs) taking responsibility for at least one area of the curriculum.
- Participate in and contribute to staff meetings and in-service training.
- Participate fully in raising standards meetings alongside members of the senior leadership team.
- Work in partnership with Learning Support Staff and with staff from outside agencies.
- Treat as a professional confidence any information concerning any individual gained in the course of working in the school.
- Support colleagues through sharing resources and ideas, respecting the views of others, and acknowledging and celebrating their contribution to the school.
- Carry out such other related duties and responsibilities at the school as reasonably allocated by the Co-Headteachers as need arises.

This job description should be considered alongside the School Teachers' Pay and Condition Documents and the Teachers Standards' Guidance.