



JOB DESCRIPTION CLASS TEACHER

General expectations of the post

The teaching of children in support of the head of school, in accordance with your contractual terms and conditions and the School Teachers' Pay and Conditions Document 2017, having due regard to the statutory curriculum, the requirements of the Bishops' Conference, the school's aims, policies and procedures and your share in the corporate responsibility for the pastoral care and discipline of all children. These duties should be discharged in such a manner as to accord with and promote the Catholic character of the school.

Overriding responsibility

To work positively and supportively in support of the head of school and in accordance with the school's Catholic foundation, mission statement, aims and vision in order to achieve the fullest human development for each and every St. Mary's pupil.

Professional attributes as a teacher

You must:

1 Set high expectations which inspire, motivate and challenge pupils

- establish a safe and stimulating environment for pupils, rooted in mutual respect
- set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions
- demonstrate consistently the positive attitudes, values and behaviour which are expected of pupils

2 Promote good progress and outcomes by pupils

- be accountable for pupils' attainment, progress and outcomes
- be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these
- guide pupils to reflect on the progress they have made and their emerging needs
- demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching
- encourage pupils to take a responsible and conscientious attitude to their own work and study

3 Demonstrate good subject and curriculum knowledge

- have a secure knowledge of the relevant subject(s) and curriculum areas, foster and maintain pupils' interest in the subject, and address misunderstandings
- demonstrate a critical understanding of developments in the subject and curriculum areas, and promote the value of scholarship

- demonstrate an understanding of and take responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher's specialist subject
- if teaching early reading, demonstrate a clear understanding of systematic synthetic phonics

4 Plan and teach well structured lessons

- impart knowledge and develop understanding through effective use of lesson time
- promote a love of learning and children's intellectual curiosity
- set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired
- reflect systematically on the effectiveness of lessons and approaches to teaching
- contribute to the design and provision of an engaging curriculum within the relevant subject area(s)

5 Adapt teaching to respond to the strengths and needs of all pupils

- know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively
- have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these
- demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development
- have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them

6 Make accurate and productive use of assessment

- know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements
- make use of formative and summative assessment to secure pupils' progress
- use relevant data to monitor progress, set targets, and plan subsequent lessons
- give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback

7 Manage behaviour effectively to ensure a good and safe learning environment

- have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school's behaviour policy
- have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them
- maintain good relationships with pupils, exercise appropriate authority, and act decisively when necessary

8 Fulfil wider professional responsibilities

- make a positive contribution to the wider life and ethos of the school

- develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- deploy support staff effectively
- take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- communicate effectively with parents with regard to pupils' achievements and well-being.

You are also expected to demonstrate consistently high standards of personal and professional conduct. You will uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by:

- treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- having regard for the need to safeguard pupils' well-being at all times, in accordance with statutory provisions, school policy and procedures and the law
- showing tolerance of and respect for the rights of others
- not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law

You will have proper and professional regard for the ethos, policies and practices of the school in which you teach and maintain high standards in your own attendance and punctuality.

You must have an understanding of, and always act within, the statutory frameworks which set out your professional duties and responsibilities.

Subject leadership

You are expected to:

Achieve the highest standards of pupil progress and attainment in your subject.

Have an accurate, up-to-date knowledge of how well pupils are doing in your subject, individually, by group, cohort and at school level.

Have a strong working grasp of how to interpret and use assessment data for your subject – at individual, group, cohort and school level.

Monitor and evaluate standards and progress in your subject

Promote improvement of the effectiveness and range of pedagogical approaches and of the quality of teaching in your subject overall.

Lead staff in breaking down barriers to learning in your subject.

Advise staff on training opportunities and innovation in practice.

Lead staff meetings which focus on provision in your subject.

Provide reports to the head of school and / or the governing body on provision in your subject.

Promote your subject throughout the school – through enthusiasm, display, presentations, ICT, home-school links, extra-curricular provision and links with external experts / agencies.

Status

This job description describes the key duties and responsibilities of the postholder. Other duties and responsibilities should not be considered beyond the scope of the post simply because they are not detailed here.

In particular, this job description requires that the post-holder adheres strictly to the Code of Conduct.

Signatories

Postholder:

Headteacher: