

# Job Description for Class teacher - Band 1

<b>Job title</b>	Class Teacher - Band 1
<b>Salary and grade:</b>	Standard national scale in line with the current <i>School Teachers' Pay and Conditions</i> document
<b>School:</b>	Longwick Church of England Combined School
<b>Line manager:</b>	The headteacher and the governing body of the school
<b>Supervisory responsibility:</b>	The post holder may be responsible for the supervision of the work of teaching assistants.

## Main purpose of the job:

- To offer all learners an effective education in a stimulating environment, which provides equality of opportunity for all
- To deliver the National Curriculum as relevant to the age and ability group/subject, other relevant initiatives and the school's own schemes of work
- To work in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies. Reporting to these when necessary and attending relevant meetings
- To be responsible for promoting and safeguarding the welfare of children and young people within the school
- To use PPA/NQT non-contact time effectively for the above and below purposes (10% of timetabled time will be designated as PPA, it will be allocated in blocks of no less than 30 minutes)

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## Duties and responsibilities

All teachers are required to carry out the duties of a class teacher as set out in the current *School Teachers Pay and Conditions* document. At this school the following areas have been highlighted as being of particular importance.

### Teaching

- Be a positive role model of excellence in terms of behaviour, work and attitudes
- Set high expectations of work and behaviour in the class and all other areas of the school
- Plan for enjoyment and progression across the age and ability range you teach, designing effective lessons/programmes of work in accordance with the needs of individual learners
- Teach challenging, well organised lessons, using an appropriate range of teaching strategies which meet individual learners' needs
- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and success criteria and monitoring learners' progress and levels of attainment
- Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development to set clear targets that are realistic, measurable and which build upon prior knowledge and attainment
- Have an up to date knowledge and understanding of the National Strategies and Curriculum in order to deliver it to all pupils that is relevant to the age and ability group/subject that you teach, other relevant initiatives and the school's own schemes of work to ensure complete coverage of subjects
- Provide a challenging yet supportive learning environment which stimulates independence and develops lively enquiring minds
- Consider and implement specialist advice to meet the needs of all pupils especially those who are SEND and who need MAPP, PM or IPP's, Pupil Premium, more able or from any other group
- Encourage pupils to be part of a school community which encourages the values education and links to SMSC
- Ensure pupils are well prepared for the next stage of their education
- Set homework to consolidate and contribute well to pupils' learning

### Curriculum leader (Not for NQT's or Supply)

- To be a named Subject leader in line with the Career Level Profile for Band 1 teachers

### Other

- Carry out playground and other duties as directed and within the remit of the *School Teachers' Pay and Conditions* document

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- Communicate and consult with the parents/carers of learners
- Communicate and co-operate with any relevant external bodies including the Governing Body
- Be fully conversant with the school's procedures and policies
- Accompany educational visits as and when necessary
- Attend First aid training and updates and any other relevant courses

### Performance management

- Participate fully with arrangements made in accordance with the revised Performance Management Regulations 2012

### Professional development

- Regularly review the effectiveness of your teaching and assessment procedures and its impact on pupils' progress, attainment and well-being, refining your approaches where necessary
- Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or as developed as an outcome of your performance management

### Health and well-being

- Establish a purposeful and safe learning environment for learners
- Manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's behaviour policy
- Use a range of behaviour management techniques and strategies adapting them as necessary to promote self-control and independence of all learners
- Raise all concerns regarding the behaviour, progress or welfare/child protection of any learner with the appropriately identified person
- Be responsible for promoting and safeguarding the welfare of children and young people within the school
- Cooperate with the employer on all issues to do with Health, Safety and welfare

### Team working and collaboration

- Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- Direct the use of any support staff or class helpers, this does not imply any line manager responsibilities but does facilitate the best deployment of resources.

### Administration

- Participate in and carry out any administrative and organisational tasks within the remit of the *School Teachers' Pay and Conditions* document
- Register the attendance of and supervise learners, before, during or after school sessions as appropriate

### Exercise of particular duties

- Perform any reasonable duties as requested by the Headteacher

### Note

This job description is not your contract of employment nor any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation.

**To be read in conjunction with Teacher Standards and Career Level Profile**

Signed; .....

Date; .....