



## Furness Vale Primary and Nursery School

### JOB DESCRIPTION: CLASS TEACHER

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document and the Professional Standards for Qualified Teacher Status. This job description may be amended at any time following discussion between the Headteacher and member of staff, and will be reviewed annually.

#### **Main purpose of the job:**

Take specific responsibility for the day to day management of planning, teaching and learning within a split year group class. Be an excellent classroom practitioner; working in accordance with the school's policies, under the direction of the Headteacher. Have a positive impact on educational progress. Secure progress of every child including those with SEND, PP and more able pupils.

#### **Areas of Responsibility and Key Tasks:**

##### **Planning, Teaching and Class Management**

Teach allocated pupils by planning teaching to achieve progression of learning through:

- Planning and resourcing dynamic and engaging lessons that match the school's curriculum.
- Encouraging pupils to think and talk about their learning, develop self-control and independence, work collaboratively, concentrate, persevere and listen attentively.
- Using a variety of teaching strategies, which involve planned adult intervention, first-hand experience and talk as a vehicle for learning.
- Assess, record and report on development, progress and attainment for every pupil in the class.
- Use and develop assessment processes/ systems to ensure they are fit for purpose.
- Keep records and reports on personal and social needs of pupils.
- Communicate and consult with parents evaluating own teaching critically to improve effectiveness.
- Ensuring the effective and efficient deployment of classroom support.
- Maintain resources in the classroom ensuring they are kept up to date, accessible and support learning.

##### **Monitoring, Assessment, Recording, Reporting**

- Monitor pupils' work and set next step targets for progress.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Prepare and present informative reports to parents.

- Measure the impact of intervention strategies on individual children's progress.

### **Curriculum Development**

- Contribute to the whole school's planning activities.
- Contribute to key areas of school development in line with the School Improvement Plan.
- Lead some curriculum areas within school.

### **Other Professional Requirements**

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the stated policies and practices of the school.
- Establish effective working relationships and set a good example through their personal and professional conduct.
- Endeavour to give every child the opportunity to develop as learners and meet high expectations.
- Contribute positively and effectively to keeping children safe in education by following the school's safeguarding procedures and policy.
- Take part, as may be required, in the review, development and management of activities relating to the curriculum, organisation, extra-curricular and pastoral functions of the school.
- Take part in marketing and liaison activities such as Open Evenings, Parents Evenings and events with partner schools.
- Take responsibility for own professional development and duties in relation to school policies and practices.
- Liaise effectively with parents and governors.
- Support the aims and ethos of the schools as set out in the values, vision and mission statement.

***Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from the Headteacher to undertake work of specialists from outside agencies.***

- Play a full part in the life of the school community, and support whole school activities such as assemblies, trips and performance.
- Take a full role in the school's appraisal policy, which includes being observed during teaching, receiving feedback and putting in to place appropriate actions
- Take on any additional responsibilities which might, from time to time, which may not be outlined in this job description.