



St Anne's CE School Job Description

Class teacher

Have knowledge and understanding of:

- Qualifications and knowledge of teaching in the primary school
- Relevant aspects of the National Curriculum and other statutory requirements.
- Ensuring equality of opportunity

Planning and setting expectations:

- Identify clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
- Set appropriate and demanding expectations for pupils' learning and motivation. Set clear targets for pupils' learning, building on prior attainment.
- Identify pupils who have special educational needs, and know where to get help in order to give positive and targeted support. Implement and keep records on Individual Education Plans (IEPs)/ Provision Maps.

Teaching and managing pupil learning:

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships to safeguard the health and safety of the children.
- Follow the SEN Code of Practice for supporting children with Special Educational Needs

Assessment & Evaluation

- Assess how well learning objectives have been achieved and use this assessment for
- future teaching.
- Mark and monitor pupils' class and homework providing constructive oral and written feedback, setting targets for pupils' progress.
- When applicable, understand the demands expected of pupils in relation to the National Curriculum
- Use APPs effectively to assess children's learning and set next step targets
- Plan for and deliver music across the school effectively

Pupil Achievement:

- Secure progress towards pupil targets.

Relations with parents and wider community:

- Know how to prepare and present informative reports to parents.
- Recognise that learning takes place outside the school context and provide opportunities to develop pupils' understanding by relating their learning to real and work-related examples.
- Understand the need to liaise with agencies responsible for pupils' welfare.
- Maintain confidentiality

Managing own performance and development:

- Understand the need to take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.
- Understand their professional responsibilities in relation to maintaining school policies and practices.
- Set a good example to the pupils they teach in their presentation and their personal conduct.
- Evaluate their own teaching critically and use this to improve their effectiveness.
- Attend all required meetings
- Maintain professionalism at all times including punctuality and attendance

Managing and developing staff and other adults:

- Establish effective working relationships with professional colleagues including, where applicable, associate staff.

Managing resources:

- Select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met.

Curriculum Co-ordination

- Create a detailed action plans (yearly) as part of the School Improvement Plan
- Be responsible for any budget linked to areas of curriculum responsibility
- Monitor the standards of teaching and learning according to the Role of the Co-ordinator policy for areas of curriculum responsibility. Provide feedback to the Headteacher and Senior Leadership Team.
- Develop and maintain policies in areas of curriculum responsibility.
- Order and maintain resources in areas of curriculum responsibility.
- Develop and implement the school's Schemes of Work in areas of curriculum responsibility.