

Job Description - Classroom Teacher Job Description

Line Management: Team Leader
Deputy Headteacher
Headteacher

These duties should be read in conjunction with the Teachers Pay and Conditions Document 2009.

Professional Attributes

- Have high expectations of children and young people including a commitment to ensuring that they can achieve their full educational potential and to establishing fair, respectful, trusting, supportive and constructive relationships with them
- Hold positive values and attitudes and adopt high standards of behaviour in their professional role
- Maintain an up-to-date knowledge and understanding of the professional duties of teachers and the statutory framework within which they work, and contribute to the development, implementation and evaluation of the policies and practice of their workplace, including those designed to promote equality of opportunity
- Communicate effectively with children, young people and colleagues (b) Communicate effectively with parents and carers, conveying timely and relevant information about attainment, objectives, progress and well-being (c) Recognise that communication is a two-way process and encourage parents and carers to participate in discussions about the progress, development and well-being of children and young people
- Recognise and respect the contributions that colleagues, parents and carers can make to the development and well-being of children and young people, and to raising their levels of attainment
- Have a commitment to collaboration and co-operative working in teams and as a whole staff
- To set and endeavour to achieve high standards in classroom management and curriculum delivery leading to effective teaching and learning
- To hold positive values and attitudes, adopt standards of behaviour in their professional role and play a positive role in decision making processes for the school
- To support the Governors, Headteacher and Senior Management Team in all areas of school policy and practice
- To participate in Performance Management Procedures

Nine Mile Ride School is an academy and part of The Circle Trust, a charitable company limited by guarantee registered in England and Wales, company number 11031096, registered at The Circle Trust, London Road, Wokingham, Berkshire, RG40 1SS. Tel: 0118 332 0011 www.thecircletrust.co.uk



- To evaluate their performance and be committed to improving their practice through professional development
- To have a creative and constructive critical approach towards innovation: being prepared to adapt their practice where benefits and improvements are identified
- To participate in staff meetings and contribute to the development of the school's educational aims, objectives and policies
- To be aware of and sensitive to the children's needs and to inform other staff of these circumstances where appropriate, e.g. draw on expertise of colleagues such as those with responsibility for safeguarding children and refer to sources of information, advice and support from external agencies
- To take note of and use where appropriate and directed current teaching and learning strategies such as those exemplified by the Literacy and Numeracy strategies
- To maintain and update and extend personal knowledge of the curriculum, its content and delivery by for example:
 - ◆ Reading appropriate publications
 - ◆ Attending or following a course of study
 - ◆ Contributing to discussions in staff and departmental meetings and in-service training
 - ◆ Maintain an up-to-date knowledge and understanding of the professional duties of teachers and the statutory framework within which they work, and contribute to the development, implementation and evaluation of the policies and practice of their workplace, including those designed to promote equality of opportunity.

Professional Knowledge

- To share in the corporate responsibility for the education, welfare and discipline of all pupils and how progress, rate of development and well-being of learners are affected by a range of developmental, social, religious, ethnic, cultural and linguistic influences, and in accordance with the requirements of the School Teachers' Pay and Conditions Document 2009
- To encourage all pupils to learn to the best of their ability and to encourage them continually to improve upon their current standard of work to reach their potential and raise levels of attainment.

Professional Skills

- In accordance with the National Curriculum to plan and teach challenging, engaging and motivating lessons informed by well grounded expectations of learners and designed to raise levels of attainment.
- To know how to use skills in Literacy, Numeracy and ICT to support teaching
- To have a good, up-to-date working knowledge and understanding of a range of teaching, learning and behaviour management strategies and know how to use and adapt them, including how to personalise learning to provide opportunities for all learners to achieve their potential
- To uphold high standards in discipline and show consistency in dealing with children's behaviour whilst understanding the needs of individuals. To be responsible for the discipline and safety of all

Nine Mile Ride School is an academy and part of The Circle Trust, a charitable company limited by guarantee registered in England and Wales, company number 11031096, registered at The Circle Trust, London Road, Wokingham, Berkshire, RG40 1SS. Tel: 0118 332 0011 www.thecircletrust.co.uk



pupils

- To set, monitor and assess children's work
- To assess, record and report on the development, progress and attainment of pupils and use this where appropriate to aid target setting
- To know a range of approaches to assessment, including the importance of formative assessment
- To provide written reports to parents at least once per year and to be available to discuss the concerns of parents
- To provide oral and written assessments and references for individual children
- To advise and co-operate with the Headteacher and other teachers on the preparation of courses of study, teaching materials etc
- To create a well organised and stimulating environment in which children develop academically, emotionally, physically and socially
- To be responsible for resources used, ensuring that pupils have the materials required to complete a task and that the materials are properly used and carefully and safely stored
- To communicate with colleagues about any areas of concern and bring them to the attention of a member of the Senior Management Team or the Headteacher
- To Implement Health and Safety Procedures
- To keep as required by the SENCO such records and work plans for pupils in your class or group deemed to have Special Educational Needs and to liaise with outside agencies as and when required
- To liaise closely with other members of staff regarding pupils progress and transfer within the school and to other schools
- On a timetable established termly, take responsibility for playground duties, assemblies and other rota as agreed
- Attend open evenings
- Provide the Headteacher, Deputy Headteacher, Team Leader and Subject Co-ordinator with such lesson plans, medium term plans and long term plans as may be required
- Provide the Headteacher with the information required for returns or reports
- To be available in the class at least 10 minutes before the children arrive and 10 minutes after the class has been dismissed
- To display children's work in the classroom and around the school in designated areas.

