

Job Description for Class Teacher

Name:
School: SHINE Academies
Post: Class Teacher
Salary: Main Scale
Responsible to: Head of School
Hours: 32.40 hours per week

Status of the Post

This is a Class Teacher post within the school's revised structure. The postholder is accountable to the Head of School.

Main Purpose of the Post

In addition to those professional responsibilities which are common to all classroom teachers in the school, the postholder's key accountability will be for raising the standards of teaching, learning and attainment for all pupils in their class in line with the code of practice for SEND and in each of the five areas identified in Every Child Matters:

- Be Healthy
- Stay Safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well-being

Professional Responsibilities

The postholder will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the professional duties set out below:-

- coordinate the development of a cohesive and effective long-term plan in your subject;
- review, monitor and evaluate current practice and provide feedback to the Senior Management Team;
- support, motivate and advise staff, and work alongside them in the development of their classroom practice, where appropriate;
- lead by example, through good classroom practice;
- disseminate information to the staff, and provide INSET to promote staff development and improve classroom practice;
- contribute action-planning in the subject for the School Improvement Plan;
- maintain an up-to-date knowledge of local and national initiatives, by attending relevant courses;

The Teacher will:

- teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- maintain the positive ethos and core values of the school, both inside and outside the classroom;
- contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- ensure that the current national conditions of employment for schoolteachers are met.

Duties:

The Class Teacher will:

- implement agreed school policies and guidelines;
- support initiatives decided by the Headteacher and staff;
- plan appropriately to meet the needs of all pupils, through differentiation of tasks;
- be able to set clear targets, based on prior attainment, for pupils' learning;
- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning;
- report to parents on the development, progress and attainment of pupils;
- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;
- participate in meetings which relate to the school's management, curriculum, administration or organisation;
- communicate and co-operate with specialists from outside agencies;
- lead, organise and direct support staff within the classroom;
- participate in the performance management system for the appraisal of their own performance, or that of other teachers.
- Update and maintain class site

Signature:.....

Date:.....