

## JOB DESCRIPTION



<b>School: Thirsk Community Primary</b>	<b>Year Group: KS1</b>
<b>Job title: Class teacher</b>	<b>Salary range: M1-M4</b>
<b>Main Area of Responsibility: Class Teacher</b>	
<b>Additional Responsibility: N/A</b>	<b>Grade:</b>

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

<b>Job Purpose</b>
To carry out professional duties and to have responsibility for an assigned class. To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities. To promote the aims and objectives of the school and maintain its philosophy of education.

<b>Main duties and responsibilities</b>
<ul style="list-style-type: none"><li>• To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning.</li><li>• <b>To plan and teach well-structured lessons (TS4)</b> in order to deliver the National Curriculum, ensuring breadth and balance in all subjects.</li><li>• <b>To set high expectations which inspire, motivate and challenge pupils (TS1)</b></li><li>• To identify clear teaching objectives and learning outcomes</li><li>• <b>To manage behaviour effectively to ensure a good and safe learning environment (TS7)</b></li><li>• <b>To adapt teaching to respond to the strengths and needs of all pupils (TS5)</b></li><li>• To organise and manage groups or individual pupils ensuring differentiation of learning needs, reflecting all abilities.</li><li>• To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.</li><li>• <b>To promote good progress and outcomes by pupils (TS2)</b></li><li>• To maintain a regular system of monitoring, assessment, record-keeping and reporting of children's progress.</li><li>• <b>To make accurate and productive use of assessment (TS6)</b></li><li>• To prepare appropriate records for the transfer of pupils.</li><li>• To ensure effective use of support staff within the classroom, including parent helpers.</li><li>• To participate in staff meetings as required.</li><li>• <b>To demonstrate good subject and curriculum knowledge (TS3)</b></li><li>• Contribute to the development and co-ordination of a particular area of the curriculum.</li><li>• To be part of a whole school team, actively involved in decision-making on the preparation and development of policies and programmes of study, teaching materials, resources, methods of teaching and pastoral arrangements.</li><li>• To ensure that school policies are reflected in daily practice.</li><li>• To communicate and consult with parents over all aspects of their children's education – academic, social and emotional.</li><li>• To liaise with outside agencies when appropriate eg. Educational Psychologist.</li><li>• <b>To fulfil wider professional responsibilities (TS8)</b></li><li>• To continue professional development, maintaining a portfolio of training undertaken.</li></ul>

- To meet with parents and appropriate agencies, to contribute positively to the education of the children concerned.
- To support the Headteacher in promoting the ethos of the school.
- To promote the welfare of children and to support the school in safeguarding children through relevant policies and procedures.
- To promote equality as an integral part of the role and to treat everyone with fairness and dignity.
- To recognise health and safety is a responsibility of every employee, to take reasonable care of self and others and to comply with the Schools Health and Safety policy and any school-specific procedures / rules that apply to this role.
- **To uphold public trust in the teaching profession and maintain high standards of ethics and behavior both within and outside the school (TS part 2)**
- To achieve any performance criteria or targets arising from the School's Performance Management arrangements
- An annual review of this job description and allocation of particular responsibilities will take place as part of the Performance Management Review.