



# Class Teacher Job Description

## Details

<b>Job title:</b>	Class Teacher
<b>Salary:</b>	Main Scale (£32,916 to £45,350)
<b>Contract type:</b>	Full time, Fixed Term
<b>Reporting to:</b>	The Headteacher
<b>Required from:</b>	September 2026

Members of staff will work within the framework provided by the School's Policy statements to fulfill the general aims and objectives of the School Development Plan.

## Duties and responsibilities

The School Teachers' Pay and Conditions Document describes duties which may be required to be undertaken by teachers in the course of their employment. In addition, certain particular duties are reasonably required to be exercised and completed in a satisfactory manner. It is the contractual duty of the post holder to ensure that their professional duties are discharged effectively.

All staff at Freeman Community Primary School are expected to follow policies and procedures regarding Safeguarding, Inclusion, Equal Opportunities and Health and Safety.

## **Teaching**

- Plan and teach well-structured lessons ensuring they follow the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of the pupils they teach, making accurate and productive use of assessment. Report this to senior leadership team/Headteacher and to parents/carers.
- Adapt teaching to respond to the strengths and needs of pupils.
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by pupils.
- To have responsibility for leading a curriculum area.

## **Class Responsibilities**

- To be responsible for the teaching of a class in line with statutory requirements and the school's curriculum, ensuring teaching is of the highest standard.
- To review, create and follow curriculum plans for their class. This planning should take place in discussion with colleagues/subject leaders and within the requirements of the

National Curriculum to ensure that the children experience a broad, balanced and stimulating curriculum.

- To create a stimulating, organised and informative learning environment that ensures the learning experiences offered match the individual needs of the children.
- To monitor and assess pupils work, using these assessments to inform planning to promote continuity and progression from children's starting points.
- To manage the class well, in line with the school's behaviour policy.
- To establish themselves as a caring and approachable member of the team, promoting the school's ethos and values.
- To work co-operatively as part of a team.
- To work in partnership with parents and other members of staff to promote the well-being and educational progress of each child.

### **Whole-school organisation, strategy and development**

- Contribute to the implementation and evaluation of the school's policies, practices and procedures, where appropriate, so as to support the school's values and vision.
- Make a positive contribution to the wider life and ethos of the school.
- Work with others on curriculum and pupil development to improve our offer even further.

### **Health, safety and discipline**

- Promote the safety and wellbeing of pupils.
- Manage behaviour effectively to ensure a good and safe learning environment is established for all children.

### **Professional development**

- Take part in the school's appraisal procedures.
- Take part in further training and development to improve own teaching.

### **Communication**

- Communicate effectively with other members of staff, pupils, parents and carers.

### **Working with colleagues and other relevant professionals**

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.

### **Personal and professional conduct**

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.

**Management of staff and resources**

- Carefully direct and supervise support staff assigned to them.
- Deploy resources delegated to them.

**Other areas of responsibility**

- The teacher will be required to safeguard and promote the welfare of children and young people and follow school policies and the staff code of conduct.
- Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.



## Class Teacher- Personal Specification

Attributes	Evidence	Rank	Identified by
<b>Knowledge/Qualification</b>	Qualified Teacher Status	Essential	Application form References Interview
	Degree	Essential	
	Teaching experience	Essential	
	Knowledge of guidance and requirements around safeguarding children	Essential	
	Clear understanding of an effective lesson (different teaching pedagogies)	Essential	
	Knowledge of how children learn	Essential	
	Knowledge of positive and effective behaviour strategies	Essential	
	Understanding of how ICT can be used to support teaching and learning across the curriculum	Desirable	
<b>Skills</b>	Understanding of how creative links can be made in the curriculum to engage learners	Desirable	Application form References Interview
	Able to build effective working relationships with children	Essential	
	Able to scaffold and adapt the curriculum for children of different abilities	Essential	
	Effective verbal, written and listening skills	Essential	
	Able to organise a stimulating and well organised classroom	Essential	
	Able to use rigorous and robust assessments to inform planning and target-setting to meet the needs of individual pupils and groups	Essential	
	Ability to form positive relationships with children, staff, parents and governors	Essential	
	Competent in the use of I.T.	Essential	
<b>Personal qualities</b>	Able to develop the roles of support staff	Essential	Application form References Interview
	A commitment to ensuring all children make at least expected progress.	Essential	
	Team player	Essential	
	High level of organisation	Essential	
	Commitment to safeguarding and equality	Essential	
	Commitment to always maintaining confidentiality	Essential	
	Able to develop and maintain good working relationship with colleagues	Essential	
	Able to contribute to the caring atmosphere	Essential	
Enthusiastic and able to inspire	Essential		