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**Class Teacher- Job Description**

**Job Purpose**

To be responsible for achieving the best possible standards in work and conduct for all pupils in the class and to promote and safeguard the welfare of all pupils within the school.

**Expectations of Teachers**

At Corton CEVA Primary School & Nursery all teachers will be:

* Highly competent in all elements of the Teachers’ Standards December 2021.
* Their achievements and contribution to the school will be substantial and sustained.

**Duties and responsibilities**

All Teachers are required to carry out the duties of a class teacher as set out in the current ‘School Teachers’ Pay and Conditions Document’ and all Teachers job descriptions are linked to the DfE Teachers’ Standards 2021. Teachers’ work performance will be assessed against the Teachers’ Standards as part of the appraisal process.

**Duties and Areas of Responsibility**

**Planning, Teaching and Class Management**

**Teach pupils by planning their teaching to achieve progression of learning through:**

* identifying clear teaching objectives and specifying how they will be taught and assessed;
* setting tasks which challenge pupils and ensure high levels of interest;
* setting appropriate and demanding expectations;
* setting clear targets, building on prior attainment;
* identifying SEN and more able pupils;
* providing clear structures for lessons maintaining pace, motivation and challenge;
* making effective use of assessment and ensure coverage of programmes of study;
* ensuring effective teaching and best use of available time;
* maintaining discipline in accordance with the school's procedures;
* encouraging good practice with regard to punctuality, behaviour, standards of work and homework;

**Using a variety of teaching methods to:**

* match approach to content, structure information, present a set of key ideas and use appropriate vocabulary;
* use effective questioning, listen carefully to pupils, give attention to errors and misconceptions;
* select appropriate learning resources and develop study skills through library, I.T. and other sources;
* ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
* evaluating own teaching critically to improve effectiveness;
* ensuring the effective and efficient deployment of classroom support;
* take account of pupils' needs by providing structured learning opportunities which develop the areas of learning identified in national and local policies and particularly the foundations for literacy and numeracy;
* encouraging pupils to think and talk about their learning, develop self control and independence, concentrate and persevere, and listen attentively;
* using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning.

**Monitoring, Assessment, Recording, Reporting**

* assess how well learning objectives have been achieved and use this to improve specific aspects of teaching;
* mark and monitor pupils' work and set targets for progress;
* assess and record pupils' progress systematically and maintain records;
* check work is understood and completed, monitor strengths and weaknesses to inform planning and recognise the level at which the pupil is achieving;
* undertake assessment of pupils as required at the end of the Foundation Stage, Key Stage1 or Key Stage 2;
* prepare and present informative reports to parents.

**Curriculum Development**

* Have lead responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and / or maintenance; (not ECTs)
* Contribute to the whole school's planning activities.
* Report to governors on progress.

**Other**

To have professional regard for the ethos, policies and practices of our church school and maintain high standards in your own dress, attendance and punctuality.

To perform any reasonable duties as requested by the Headteacher.

***Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.***

***Employees will be expected to comply with any reasonable request from the headteacher to undertake work of a similar level that is not specified in this job description.***

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**Review**

This job description is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to expected professional responsibilities and duties.

The job description and salary scale may be subject to review at the end of the academic year. In addition, it may be amended at any time after consultation with the postholder.

Signature of post holder: ……………………………………………….. Date ……………………

Signature of Headteacher: ……………………………………………… Date ……………………