

# MARLBOROUGH ST MARY'S CE PRIMARY SCHOOL



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## JOB DESCRIPTION

**POST: CLASS TEACHER**

**GRADE: MAIN SCALE**

### MAIN PURPOSE OF THE POST

**Effective, quality teaching and learning, ensuring the progress of all children.**

**Ensure the health, safety and well-being of all pupils, including all matters relating to safeguarding.**

#### 1. Effective Classroom Management including:

- Establishing good classroom routines, order and discipline
- Appropriate grouping strategies to promote effective learning
- Good organisation of resources and materials including clearly defined curriculum areas
- With Teaching Assistants creating stimulating and interactive learning environments and displays that reflect the curriculum and value children's work
- Using adults effectively and direct their work in the classroom.
- Using rewards and sanctions as in our school Behaviour Policy

#### 2. Promote Positive Attitudes including:

- Good learning behaviours, independence, aspiration, enquiry, enjoyment, curiosity, imagination, co-operation, a social awareness and pride in theirs and others achievements
- Celebrate children's successes in a variety of situations and to a variety of audiences

#### 3. Teaching for Effective Learning including:

- Planning of pupils' work with clear learning objectives and success criteria appropriate to the needs of individuals and groups
- Differentiation by having tasks with a variety of levels, by asking different level questions and by giving tasks to different individuals or groups to provide challenge for all pupils.
- Using AfL throughout teaching and learning sessions.
- Following national, LA and school policies regarding assessment, record keeping and reporting
- Delivering the curriculum in a stimulating way, following school policy and procedure
- Ensuring continuity and progression within series' of lessons, within classes and between classes / year groups
- Having high expectations of your own teaching
- Having high expectations of children's behaviour and learning
- Modelling good practice to children and other adults
- Providing effective feedback, both orally and through marking work, that moves children's learning forward
- Planning opportunities to develop the social, emotional and cultural aspects of pupils' learning.

- **4. Relationships**

- Work as a team with other staff, governors and outside agencies to ensure a whole school approach
- Treat children and adults with respect
- Work towards a close home / school relationship and encourage an active participation by parents/carers, governors and the community
- Ensure all members of the school community are treated equally

- **5. Professional Development**

- Further own skills and knowledge by attending INSET, courses, meetings etc.
- Take an active part in all school based INSET including observing other teachers to develop own skills, attending staff meetings and TD Days and classroom observation discussions
- Take part in Performance Management
- Be reflective and evaluative with regard to your practice.
- Fulfil the requirements of the Teachers' Standards September 2012

- **6. Whole School Development**

- Contribute to and take responsibility for the School Improvement Plan
- Have responsibility for a subject(s) or whole school issue including writing an action plan and evaluating its effectiveness.
- Advise staff on strategies, methods and skills to improve teaching and learning
- Advise and contribute in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school.
- Have responsibility for a subject budget (not NQTs)
- To ensure that school policies and procedures are reflected in daily practice.

- **7. General**

- Take part in Staff meetings, parents' meetings, curriculum meetings and events held for the children i.e. discos
- Report to parents on their child's progress
- Write an end of year report to parents
- Undertake playground duties and assemblies
- Arrange and take part in class visits to enhance the curriculum
- Act in loco parentis at all times

These responsibilities may be varied at any time as the Headteacher may reasonably require, in consultation with the teacher.

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. Also through the Teacher Professional Standards from September 2012.