



Our Lady of Lourdes
Catholic Primary School

Job Description - Class Teacher

Core Purpose

- It is the teacher's first responsibility to sustain the Catholic identity and ethos of the school and safeguard the teachings of the Church.
- To ensure high quality education for all pupils in a designated class and improve the quality of learning and standards of achievement.
- To carry out the professional duties of a teacher as set out in the current edition of the School Teacher's Pay and Conditions Document.

The following details are a summary the tasks expected of the class teacher as set out in the School Teacher's Pay and Conditions Document.

Professional Attributes

1. Establish fair, respectful, trusting and supportive relationships with the children
2. Demonstrate Christian values and attitudes and high standards of behaviour in keeping with the Staff Code of Conduct
3. Set a good example to the pupils through exemplary presentation, personal and professional conduct
4. Demonstrate high expectations of the children including a commitment to ensuring that they work towards achieving their full potential in all areas of development
5. Know the legal requirements, national policies, local arrangements and guidance on the safeguarding of children and the promotion of their well-being
6. Establish effective working relationships with professional colleagues
7. Take responsibility for your own professional development, including knowledge of school policies and procedures
8. Liaise effectively with parents and carers and other agencies
9. Contribute to the corporate life of the school through effective participation in meetings
10. Be aware of the role and purpose of the school governing body

Key Tasks

Knowledge and Understanding

1. Understand the structure and balance of Religious Education and the National Curriculum
2. Have detailed knowledge and understanding of the programmes of study and level descriptors with particular emphasis on the core subjects

3. Be familiar with the Code of Practice on the identification and assessment of special educational needs and disabilities (SEND) and implement and keep records on individual education plans for pupils with identified SEND
4. Broadly understand the requirements and progression for children through the primary phase including Key Stages other than where you are teaching; from Foundation Stage to KS1 to KS2 with links to KS3
5. Use recent monitoring and inspection evidence as well as personal reflection/training to develop good quality teaching
6. Be familiar with health and safety issues, including subject specific, child protection procedures and positive behaviour management plans

Planning, Teaching and Class Management

1. Plan teaching to achieve progression in pupils learning through:
 - I. Identifying clear learning intentions, specifying how they will be taught and assessed and ensuring the best use of teaching time
 - II. Setting tasks for the whole class, groups and individuals which challenge pupils
 - III. Using a variety of teaching strategies ensuring high levels of pupil interest.
 - IV. Setting appropriate and demanding expectations.
 - V. Identifying pupils who:
 - have special educational needs or disabilities
 - are very able
 - are not yet fluent in English
2. Providing clear structure for lessons, maintaining pace and challenge
3. Make effective use of assessment information
4. Plan, set and assess homework
5. Plan opportunities to contribute to pupils' personal spiritual, moral, social and cultural development
6. Set high expectations for pupils' behaviour and follow the school's behaviour policy
7. Establish a safe, supportive and stimulating learning environment
8. Use a range of teaching methods to sustain the momentum of pupils work and engage all pupils

Monitoring, assessment, recording, reporting and accountability

- Assess how well learning intentions have been met and use this assessment to improve specific aspects of teaching
- Mark and monitor work providing constructive verbal feedback and set targets for pupils' progress
- Assess and record each pupil's progress systematically and use records to ensure that pupils make demonstrable progress
 - I. Check that pupils have understood and completed work set
 - II. Monitor strengths and weaknesses
 - III. Inform planning
 - IV. Ensure that children continue to make demonstrable progress

- Draw on the expertise of colleagues who have specific responsibilities for learners eg. Senco, Designated Teacher for Child Protection
- Write reports as required by statutory regulations
- Communicate effectively with parents, conveying timely and relevant information about attainment, objectives, progress and well-being

To undertake other duties as the Headteacher may reasonably direct.