



# *Latymer All Saints CE Primary School*

41 Hydethorpe Avenue, Edmonton, London, N9 9RS

Telephone: 020 8807 2679 Fax: 020 8807 8696

Headteacher: Katy Brennan

## **JOB DESCRIPTION**

---

<b>Post Title:</b>	Class Teacher
<b>Present Grade:</b>	Main Pay Scale
<b>School:</b>	Primary
<b>Report to:</b>	Year Group Leader/SLT

---

### **Purpose of job:**

To educate our pupils to reach their potential academically, in a caring environment, and to develop life skills which will support them in becoming successful, responsible, caring members of society.

### **Main Duties**

#### **Planning, Teaching and Class Management**

- Identify clear learning and teaching objectives.
- Set tasks which challenge and motivate children.
- Have high expectations of work and behaviour.
- Set clear targets that build on prior attainment.
- Identify and promote the progress of all pupils in their class including EAL, SEN and more able children.
- Provide clear, structured lessons that provide learning opportunities to develop areas identified in the National Curriculum.
- Plan with year team.
- Maintain discipline in accordance with the school's procedures and encourage good practice with regards to punctuality, behaviour, standards of work and homework.

- Use 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 to pupils, give attention to errors and misconceptions.
  - Select appropriate learning resources and develop study skills.
  - Ensure pupils acquire and consolidate knowledge, skills and understanding as appropriate to the subject taught.
- Evaluate own teaching critically to improve effectiveness.
- Ensure the effective and efficient deployment of classroom support.
- Encourage pupils to think and talk about their learning and develop self - control and independence.

### **Monitoring, Assessment, Recording and Reporting**

- Assess how well learning objectives have been achieved and use this information to inform subsequent teaching.
- Mark and monitor children's work and give feedback to encourage improvement.
- Assess and record pupils' progress systematically and keep records to check work is understood and completed. Monitor strengths and weaknesses and ensure that this information is used to inform planning.
- Undertake formal assessments required and report results to the SLT
- Prepare and present informative reports to parents/carers.

### **Curriculum Development**

- Contribute to whole school planning activities as required.
- Support the Christian ethos of the school, including teaching religious education and supporting acts of worship.

### **Health and safety**

- Follow all school health and safety guidance and report concerns to SLT.
- Follow all school safeguarding guidance.

Take part in the collective responsibility for the well-being of all children in the school, and for maintaining high standards of performance and behaviour.

Undertake all other reasonable tasks as directed by the Head teacher.