

JOB DESCRIPTION

NAME:

JOB TITLE: Class Teacher

SALARY SCALE: MPS

REPORTING TO: Head Teacher

RESPONSIBILITIES: To carry out the professional duties of a teacher as set out in the School Teachers' Pay and Conditions Document 2011 or as it may be amended from time to time.

Areas of responsibility and tasks

Teach allocated 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 or very 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 and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- using a variety of teaching methods to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through library, I.C.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
- taking 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 and Reporting

- assess how well learning outcomes have been achieved and use them to improve specific aspects of teaching
- mark and monitor pupils' work and set targets for progress
- assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- undertake assessment of pupils as required by school, LA and examination bodies
- prepare and present informative reports to parents

This job description is not necessarily a comprehensive definition of the post and the post holder may be required to undertake such other tasks appropriate to the level of appointment as the Head Teacher may require. This job description will be reviewed annually or earlier if necessary and it may be subject to modification or amendment after consultation with the post holder.

Brookfields Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.