



Lynch Hill School Primary Academy
Job Description : Class teacher

Status:

The class teacher is directly responsible to the Leadership Team and ultimately to the Headteacher. Their line manager is their Team Leader.

Core Purpose:

- Responsibility for teaching classes or groups of children as directed by the Headteacher and for their progress and development.
- To secure continuous improvement in standards through high expectations of teaching, learning and pupil achievement.
- To ensure a nurturing ethos throughout the school which supports and encourages all children to reach their full potential.

All teachers are subject to the Conditions of Employment set out annually in the School Teachers' Pay and Conditions Document. These detail the professional and particular duties required of teachers, together with requirements for Management time, Working time, Guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers.

Additionally, STPCD requires all teachers to be involved in:

- Advising and co-operating with the headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.
- Taking any such part as may be required ... in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school and support change.
- Co-ordinating or managing the work of other staff.
- Participate in arrangements for Performance Management.
- Contribute to maintaining a positive ethos in the school.

Main scale teachers will be asked to maintain an overview of teaching, standards and ongoing improvement in specified subject(s) or areas.

Over time this might reasonably include:

- Reviewing and developing of curriculum policy in the subject(s)
- Monitoring and evaluating the quality of planning in the subject(s) by other teachers.
- Observing teaching in the subject(s) in order to evaluate strengths and areas for further development, or the impact of school improvement work
- Evaluating relevant assessment information for individuals, groups or cohorts.
- Suggesting issues in the subject(s) for further development.
- Reviewing and co-ordinating the usage of resources in the subject(s).
- Providing advice and supporting new staff in the subject(s).
- Reporting on progress, achievement and standards in the subject(s) to staff, governors and parents.
- Arranging and promoting relevant subject activities to promote pupils' enthusiasm and interest.

Skills and attributes

- Professional competence – able to work cooperatively with others, lead and manage other people to work towards common goals.
- Communications skills – able to make points clearly and understand the views of others.
- Self management – able to plan time effectively and to organise oneself.
- Ability to reflect on own practice.
- Providing a good role model which nurtures and respects others.
- Adaptability to changing circumstances and new ideas.
- Energy, enthusiasm, resilience and a sense of humour.
- Reliability and integrity.
- Commitment to the wider life of the school.

Leadership role

All teachers who have completed their induction year are expected to fulfil a Subject Leader role performing key tasks and responsibilities in leading and managing a subject area or aspect of the school.

All teachers are expected to support extra curriculum activities and to lead and manage a club activity for at least two half terms in any school year.

Conditions of employment

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body.
- To uphold the school's policy in respect of child protection and safeguarding matters.
- S/he shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions Document other 1265 hours.
- Teacher's contracted hours are 8.00am - 5.00pm for 187days per year (offering 8 days additional holiday).
- The post holder may be required to perform any other reasonable tasks after consultation.
- All members of staff are required to participate in the school's appraisal scheme.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.

This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.

