



BELMONT SCHOOL

Responsibilities and Job Description Class Teacher

Main Pay Scale

As a Main Pay Range teacher you are required to be competent in all elements of the Teacher Standards, to discharge the Teachers Responsibilities as set out in Part 6 Contractual Framework for Teachers of the School Teachers Pay and Conditions Document 2013, and as may be amended by subsequent Documents, and to act in accordance with the school's ethos, policies and practices, under the direction of the Headteacher:

Job Title

Class Teacher

Reporting to: Phase Leader

Objectives

- To ensure high quality teaching, effective use of resources and the highest standards of care, learning and achievement for all pupils
- To ensure all pupils make expected progress from their starting points
- To ensure all pupils are safe, happy and secure

Skills and Abilities

- High level of personal organisation and the ability to prioritise and meet deadlines set out in the Annual diary plan plus any others that are set during the year.
- Ability to maintain an ordered, organised, creative, classroom environment which promotes inclusion and a love of learning
- Ability to manage pupils' behaviour positively and effectively using Belmont Goals and Beliefs.
- Ability to show sensitivity, respect and confidentiality when working with all in the school team.

Key Tasks

1. Knowledge & Understanding

- 1.1 To meet the requirements of the National Standards for Qualified Teacher Status
- 1.2 To have up to date knowledge of the National Curriculum, including the teaching of Phonics and the Early Years Foundation Stage Curriculum

1.3 To take responsibility for implementing school policies and procedures, including those relating to Equal Opportunities and Safeguarding

2. Planning, teaching and classroom management

2.1 To plan effectively to ensure that pupils have the opportunity to meet their potential, irrespective of race, gender or faith, and taking account of the needs of pupils who are underachieving, very able, or those not yet fluent in English

2.2 To plan effectively to meet the needs of pupils with special educational needs and/or disabilities and, in collaboration with the SENDCo, to prepare, implement, monitor and review Individual Education Plans

2.3 To assess, record and monitor and set targets for each pupil's progress in line with the school's Assessment Policy and procedures, and to report to parents termly

2.4 To mark and monitor pupils' class and home learning, providing constructive oral and written feedback in line with the school's Marking and Feedback Policies

2.5 To use high quality teaching strategies that keep pupils engaged through effective questioning, lively presentation and good use of resources

2.6 To create a safe and stimulating learning environment which promotes learning and ensures that pupils feel secure, confident and able to take risks in their learning

2.7 To set high expectations for pupil behaviour in line with the school's Behaviour for Success Policy

2.8 To be a positive role model for the pupils you teach through your presentation and your personal conduct

3. Wider Professional Effectiveness

3.1 To take responsibility for your own professional development including following Performance Management (Appraisal) procedures

3.2 To attend training, in and out of school, as directed by the Headteacher

3.3 To lead and manage a curriculum area (not applicable to NQTs)

Year group leader

The Year Group Leader will be responsible for the year in which he/she teaches.

Job purpose

To ensure the day to day running of the Year Group

Main Duties

- Work together with colleagues to plan weekly/daily.
- Ensure that planning is available for all staff
- Ensure that resources are available for all staff
- Support visiting staff
- Ensure planning is stored electronically on the school network.
- Monitor standards and progress in attainment across the year group.

This job description has been written in accordance with the National Standards for Qualified Teacher Status (2012) and the current School Teachers' Pay & Conditions Document.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. This post is subject to a satisfactory enhanced DBS check and other relevant safeguarding checks.

Signed:

Date: