



Corpus Christi Catholic Primary School

Job Description

Class Teacher

The main purpose of the job

Teachers are required to carry out the responsibilities of a school teacher as set out in the School Teacher's Pay and Conditions Document. It is a requirement that all teachers meet the required professional standards at the appropriate level.

1) Responsibility for a class group as assigned by the Headteacher.

In relation to these children:

- Having due regard to the requirements of the National Curriculum
- The Aims and Objectives of the School Mission Statement
- The School's Policies Document and Schemes of Work.

- Planning and preparing lessons and teaching programmes.
- Delivering the agreed curriculum using suitable teaching strategies.
- Identifying appropriate resources to enable efficient delivery of schemes of work.
- Assessing and recording progress and attainment and using this assessment to plan effective teaching and curriculum provision.
- Preparing reports for, and consulting and communicating with, parents and other concerned parties.
- Identifying pupils with special or individual needs.
- Matching and differentiating work to individual pupil's abilities and needs.
- Maintaining good order both in the classroom and at other venues which children may visit from time to time.
- Participating in Parents' Evenings and meetings with other involved professionals.

2) Responsibility towards curriculum development:

- Acting as part of a team to co-ordinate, an area or areas of the curriculum and related whole-school issues.
- Contributing to the development of course and curricular materials, schemes of work, teaching programmes and assessment strategies.
- Having an overview of, and an involvement in, subject development

3) Responsibility towards other staff members:

- Attending staff meetings.
- Contributing towards the professional development of other members of staff by disseminating information and by participating in discussions with regard to the curriculum and other related issues.
 - Managing and supervising support staff working in the classroom or under own direction.
- Attending and contributing to assemblies and collective worship

4) Responsibility to self:

- Continuing own professional development by attending relevant In-service courses, reading and by evaluating own teaching methods and strategies.
- Participating in LEA and in-house Appraisal arrangements

5) Responsibility towards school development:

- Participating in discussions leading to the development of whole- school policies.
- Being mindful of the aims and objectives of the school mission statement.
- Sharing in the corporate responsibility for the well-being of all pupils.
- Sharing in the corporate responsibility to maintain good order within school in line with the school's Discipline Policy.
- Engendering self-discipline and self-regulation among pupils.
- Leading by example by setting high standards in relationships with others and in self-presentation.