



Summerfields Primary School

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Head Teacher: Mrs Melanie Gartell

Class Teacher Description

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|-------------------------|---|
| Post: | Class Teacher |
| Salary: | MPS |
| Hours: | Full time |
| Contract: | Permanent |
| Required for: | September 2026 |
| Reporting to: | Headteacher |
| Responsible for: | General responsibilities of a Class Teacher are set out in the current Teachers' Pay and Conditions document and the Teachers' Standards 2012 |

Main purpose

In addition to:

- Fulfilling the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions document
- Meeting the expectations set out in the Teachers' Standards

The teacher, under the direction of the headteacher, will take responsibility to secure:

- High-quality teaching
- Effective use of resources
- Improved standards of learning and achievement for all
- Work collaboratively with job share and all members of the school staff

Class Teachers are responsible for the learning, achievement and welfare of all pupils in their allocated class/es.

1. General Responsibilities

- General responsibilities of a Class Teacher are set out in the current Teachers' Pay and Conditions document and the Teachers' Standards 2012

2. Teaching and Learning

- Teach all pupils according to their individual educational needs ensuring they make good or better progress
- Contribute to safe, well organised and stimulating learning environments
- Deploy and supervise the work of classroom assistant(s) relevant to the allocated class/pupils

- Work with colleagues to ensure effective planning for learning
- Plan and resource a classroom which will encourage all aspects of children's learning
- Form positive relationships with parents, working with them to support pupil learning and achievement
- Communicate with outside agencies/professional services to support the school's extra curricular activities

3. Monitoring, Assessment and Reporting

- Monitor and evaluate pupils learning on a daily basis adapting planning to meet their needs
- Give pupils regular feedback that moves their learning on (following the school's Marking and Feedback Policy)
- Assess pupils' work and record assessments on the school's data tracking system setting targets based on prior attainment
- Use analysis of assessment data to inform: teaching, the deployment of support staff and the use of intervention programs to meet the needs of all pupils using a flexible approach to teaching and groupings
- Report pupils' targets and progress to parents verbally and in writing

4. Behaviour and Safety

- Maintain the good discipline and behaviour for learning of pupils both in the classroom and around the school (in accordance with school's Behaviour Policy)
- Be aware of, and support, the social and pastoral needs of pupils
- Record and report any child protection concerns to the designated Safeguarding Lead
- Follow the school's Health and Safety Policy and Procedures

5. Curriculum Development

- Develop creative approaches to teaching curriculum content
- Be involved in and/or responsible for developing the curriculum in a designated subject or area

6. Continuing Professional Development

- Engage fully in training and other learning and development activities within school and beyond
- Participate in systems of performance management

7. Wider Professional Responsibilities

- Maintain a thorough professional knowledge of subject areas, keeping up to date with developments in the National Curriculum Guidance for the relevant Key Stage
- Promote equal opportunities within the school and to seek to ensure the implementation of the school's Equal Opportunities Policy
- Maintain and contribute to the school's inclusive ethos
- Make a contribution to the wider curriculum/extended learning opportunities (e.g. lunchtime/before/after school clubs, residential etc.) displays, open evenings and parent workshops
- Uphold the safety of all pupils in line with safeguarding policies

This job description is current, but in consultation, may be changed by the Management to reflect the changing needs of the school which are commensurate with the salary and job title.