

ST ANNE'S CATHOLIC PRIMARY SCHOOL

CLASS TEACHER

Salary: The postholder will be paid on the appropriate point of the main / upper pay scale.

Line management

The teacher is responsible to the Headteacher, Deputy Head and Senior Management Team.

Job content

Basic duties

- The basic duties of a teacher are outlined in the latest School Teachers' Pay and Conditions Document.

Job purpose

- To teach and care for the pupils assigned to you as a classroom teacher, compliant with the school aims and in pursuit of high standards of pupil achievement – academically and socially. The school aims to create an environment which stimulates learning, is individually rewarding, dynamic and safe.

Objectives

- To ensure pupil entitlement to the national curriculum.
- To create a classroom atmosphere conducive to effective learning.
- To help all pupils achieve and realise their potential.
- To ensure that all pupils observe the code of conduct.

Main responsibilities

Teachers should meet the core standards and / or post threshold professional standards as outlined by TDA and adhere to all school policies appertaining to:

- Classroom management, including issues of health and safety.
- Target setting.
- Marking, assessing, recording and reporting.
- Pastoral care.
- Carry out supervisory duties in accordance with published schedules and procedures and maintain professional credibility at all times.
- Be proactive in personal professional development.

Key tasks

- Fully use curriculum subject handbook(s) and the staff handbook.
- Attend and contribute to key stage, team and full staff meetings.
- Consult with key stage co-ordinators or senior staff when guidance/advice is required.
- In the school's strategic plan, contribute towards the goals and targets.
- Ensure that punctuality and effectiveness are observed at all times.
- Maintain high standards of personal conduct and dress.
- To teach Religious Education using the 'Here I Am' Syllabus and to recognise that as a teacher in a Catholic school, you will be expected to have careful regard to the ethos of the school.

- Consult with key stage co-ordinator, appraiser and staff development co-ordinator on any issue relevant to personal professional development, in line with the school's strategic plan.
- Specific responsibilities are given depending on year group taught.

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 postholder 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 matters and safeguarding.

S/he shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers Pay and Conditions Document.

The postholder may be required to perform any other reasonable tasks after consultation.

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 postholder.

All staff participate in the school's performance management scheme.