



CLASS TEACHER JOB DESCRIPTION

Job details

Job Title: KS2 Class Teacher

Salary: MPS

Contract type: Part-time fixed-term until July 2027 (One or two days – can be flexible)

Reporting to: The Headteacher

Responsibilities: Subject leadership of a curriculum area – most likely music

Main purpose

The teacher will:

- ❖ Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- ❖ Meet the expectations set out in the Teachers' Standards. The duties below are not, therefore, and exhaustive list of what is required.
- ❖ To promote the school's values in the fulfilment of all professional duties
- ❖ To perform any professional duty which may be reasonably requested by the headteacher

Duties and responsibilities

Teaching

- ❖ Work with colleagues to plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work, with reference to the National Curriculum
- ❖ Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- ❖ Adapt teaching to respond to the strengths and needs of pupils
- ❖ Set high expectations which inspire, motivate and challenge pupils
- ❖ To be committed to raising standards, promoting good progress and outcomes by pupils
- ❖ Demonstrate good subject and curriculum knowledge
- ❖ To give regular, clear feedback to pupils on work
- ❖ To promote good conduct among pupils, providing clear, consistent, firm but caring guidelines for children's behaviour, in line with the school policy and ethos
- ❖ To consult with the parents/carers of pupils
- ❖ To maintain a creative and well-organised classroom environment
- ❖ To be involved in the full professional and wider life of the whole school

Whole-school organisation, strategy and development

- ❖ Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's vision and values
- ❖ Make a positive contribution to the wider life and ethos of the school

- ❖ Work with others on curriculum and pupil development to secure positive progress and outcomes

Health, safety and discipline

- ❖ Promote the safety and wellbeing of pupils through following relevant school policies
- ❖ Maintain positive behaviour and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- ❖ Take part in the school's appraisal procedures
- ❖ Take part in further training and development to improve their own teaching
- ❖ Participation in the school's induction programme
- ❖ Attendance at training courses and staff meetings – both internal and external
- ❖ Professional opportunities to extend areas of skill and experience in school
- ❖ Full access to the school's on-site CPD programme

Communication

- ❖ Communicate effectively with pupils, parents and carers
- ❖ Clear communication with all colleagues

Working with colleagues and other relevant professionals

- ❖ Collaborate and work with colleagues and other relevant professionals within and beyond the school
- ❖ Develop effective professional relationships with colleagues, working as a member of a team

Personal and professional conduct

- ❖ Uphold public trust in the profession and maintain high standards of ethics and conduct, within and outside school
- ❖ Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- ❖ Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Safeguarding

- ❖ Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- ❖ Work with the designated safeguarding leads (DSLs) to promote the best interests of pupils, including sharing concerns, where necessary
- ❖ Promote the safeguarding of all pupils in the school

This job description will be reviewed annually, if necessary, as part of the Appraisal programme. The Headteacher may modify it after consultation at any time to reflect or anticipate changes in the job, commensurate with the salary and job title.

The post-holder will be expected to operate under the current School Teachers' Pay and Conditions of Service Document.