



## TEACHER'S JOB DESCRIPTION



**JOB DESCRIPTION:** Class Teacher

**RESPONSIBLE TO:** Headteacher

### SCHOOL ETHOS AND MISSION STATEMENT:

**The school's Mission Statement is**  
*Learning to grow in knowledge, faith and love through friendship with Mary and Jesus.*

The teacher's job description adheres to the conditions laid down in the School Teacher's Pay and Conditions Document and Diocesan guidelines. In addition to this, teachers undertake to develop the children in the understanding and knowledge of their faith. In all the undertakings, the Mission Statement of the school should remain central.

### DUTIES:

Class teaching, including planning and preparation of lessons, ensuring curriculum coverage, continuity and progression for all pupils, including those of high ability and those with special educational needs.

Ensure that the setting and marking of work, assessment, reporting and record keeping accord with the school policy.

Establish targets for pupil achievement and ensure this information is used to good effect to evaluate progress.

Evaluate their own teaching and use this analysis to identify effective practice and areas for improvement.

Participating in departmental and school staff meetings.

To assume the responsibility as Subject leader/co-ordinator for an area/areas of the curriculum ensuring strategic direction and development of the subject within the school.

**ACCOUNTABLE FOR:**

The education and welfare of the children in accordance with national conditions of service and the religious ethos of the school.

The quality of learning and the achievements of all pupils in the class.

**AUTHORITY TO:**

Implement rewards and sanctions within the school policies and procedures.

Liaise with parents or other responsible adults and with external professional staff in accordance with school policies and procedures.

**ENTITLEMENTS:**

Training and development within the school's INSET programme and in accordance with School Development Priorities.

Appropriate professional support from the Headteacher and other colleagues.

Performance Management (Annually)

Annual Review of Job Description in consultation with teacher