

# Bowmansgreen Primary School



*Every member of staff at Bowmansgreen Primary School has the responsibility to make a positive impact on children's learning and wellbeing. Each person is required to understand their contribution in working towards and supporting the overall vision, aims and ethos of the school.*

**Job Title:** Class teacher  
**Grade:** Teachers' Pay Scale (Main)

## **Purpose of the Job**

To deliver high quality teaching and learning to pupils who are assigned to the post holder.

## **Skills Required**

The school welcomes teachers of a high professional standard and shares the responsibility with each teacher for continual review and the development of their expertise.

- Ability to work in consultation with other staff with a minimum of supervision
- Ability to work under pressure
- Ability to manage pupils in a classroom setting
- Competence in the use of ICT to support teaching and learning

## **Main Areas of Responsibility**

All teachers work within the statutory conditions of employment set out in the current School Teachers' Pay and Conditions Document.

The duties listed below are not therefore an exhaustive list of what is required.

- Responsibility to promote the development of the abilities and aptitudes of all pupils who are assigned to the post holder.
- Plan and prepare lessons for the provision of high quality teaching and learning including regular review of methods and programmes used.
- Teach, according to their educational needs, the pupils assigned to the post holder including the setting and marking of work to be carried out by the pupils in school and elsewhere.
- Assess, record and report on the development, progress, attainment and personal and social needs of pupils, in oral and written form.

- Promote the general progress and wellbeing, providing guidance and advice on educational and social matters, of individual pupils and of any class assigned to the post holder.
- Communicate and consult with the parents/carers of pupils
- Communicate and cooperate with professional agencies to support pupils
- Participate in meetings for the purpose of supporting the above.
- Participate in continuing professional development arrangements, including those to support needs identified in appraisal objectives, and be responsible for keeping up to date with, and responding to, curriculum and professional developments appropriate to the pupils assigned to them.
- Advise and cooperate with staff on the preparation and development of curriculum materials and programmes, methods of teaching and assessment and pastoral arrangements, including participation in meetings.
- Maintain good order and discipline among the pupils and safeguarding their health and safety, both on site and on authorised off site activities.
- Contribute to the selection for appointment and professional development of other teaching and support staff including the induction and assessment of new teachers
- Coordinate and manage the work of support staff, including support teachers
- Provide leadership across the school in a designated subject or curriculum area. This will include:
  - Monitoring quality and standards
  - Contributing to school planning, development and self evaluation
  - Providing professional support to other teachers and support staff
  - Advising the Senior Leadership Team on appropriate resources and materials
  - Leading appropriate professional development

### **Supervision**

The post holder will work under the supervision of the Deputy Headteacher and Headteacher.

### **Job Content**

The duties and responsibilities listed above describe the post as it is at present. The post holder will have a performance management interview each year and is expected to accept any reasonable alterations that may be necessary from time to time.

Class teachers will be expected to work in partnership with all school staff to ensure all children's learning is well supported.

Signed .....

Dated .....