

Allesley Hall Primary School

POSITION:	Class teacher
REPORTS TO:	Leadership Team
RESPONSIBLE FOR:	To be confirmed
GRADE:	Teachers Pay & Conditions – TMS / UPS

KEY PURPOSE OF THE JOB

To take responsibility for the education and welfare of a designated class of children in accordance with the current School Teachers' Pay and Conditions document and Teachers' Standards, having due regard to the requirements of the National Curriculum and LA and school policies.

PRINCIPAL ACCOUNTABILITIES

1. To plan work for the class in accordance with national, LA and school curriculum policies and in co-operation with subject leaders to ensure that the children experience a broad, balanced, relevant and stimulating curriculum.
2. To ensure a close match between the learning experiences offered, and the individual needs of the children in the class, so as to give each child an opportunity to achieve to the maximum of his/her capability.
3. To make appropriate educational provision for children with SEN and those learning EAL, with support from the SENCo
4. To instil, promote and develop a positive attitude towards learning in the children, and yourself.
5. To provide children with opportunities to manage their own learning and become independent learners.
6. To create a secure, happy and stimulating classroom environment, maintaining the highest standards of organisation, and discipline.
7. To foster each child's self-image and esteem and establish relationships which are based on mutual respect.
8. Maintain a positive and open attitude towards safeguarding of all children (and others).
9. To maintain a high standard of display both in the classroom and in other areas of the school.
10. To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will

encourage the children to become more responsible for their own learning.

11. To maintain an 'unconditional positive regard' for the children in the school.
12. To assess children's progress, maintain records and provide written reports to parents and carers in accordance with school policies.
13. To communicate and consult with parents and carers and with outside agencies, as necessary, about children's progress and attainment.
14. To ensure that the school's aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice.
15. To liaise with support staff both school based, from the LA & from other external bodies as required.
16. To take responsibility for the management of other adults in the classroom.
17. To take up the opportunity for continuous professional development through self-directed reading, courses and in-service training.
18. To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.
19. To take responsibility for a curriculum subject area as agreed with the headteacher as detailed below:
 - Promote the teaching of the agreed subject throughout the school, according to the requirements of the National Curriculum and any other new initiatives from the Department for Education and Skills.
 - In conjunction with the head teacher or other senior staff, be responsible for the implementation and management of the school's policy for the agreed subject area
 - Review the policy and adapt it as appropriate
 - Develop a scheme of work for the subject suitable to the needs of a primary school catering for 4 – 11 year olds
 - Take responsibility for maintaining and evaluating all material resources with a system of easy accessibility. To consult colleagues and be responsible for ordering resources within an agreed budget in full consultation with the head teacher
 - Offer support and advice to colleagues.

KEY ORGANISATIONAL OBJECTIVES

The Post holder will contribute to the school's objectives in service delivery by:

- Enactment of Health and Safety requirements and initiatives as directed
- Ensuring compliance with Data Protection legislation
- At all times operating within the school's Equal Opportunities framework
- Commitment and contribution to improving standards for pupils as appropriate
- Contributing to the maintenance of a caring and stimulating environment for pupils

CONDITIONS OF SERVICE

Governed by the National Agreement on Teachers' Pay and Conditions, supplemented by local conditions as agreed by the governors. An enhanced DBS check will be required.

Equal Opportunity

The post holder will be expected to carry out all duties in the context of and in compliance with the Council's Equal Opportunities Policies.

Date of issue:

Signature of Post holder

Signature of Headteacher