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| **Job Title** | **Class Teacher** |
| **Location** | Vallis First School |
| **Core Purpose** | To carry out the duties of a teacher in accordance with the Teachers Pay and Conditions Document and other relevant statutory provisions and to carry out other such associated reasonable duties assigned by the Head Teacher. To make the education of their pupils their first concern and be accountable for achieving the highest possible standards in work and conduct |
| **Line Manager** | Head Teacher |
| **Professional Responsibilities** | **Planning, Teaching and Class Management*** Teach pupils in the age range 4-9 years.
* Implement and deliver an appropriately broad, balanced and relevant curriculum for pupils, incorporating the areas of learning for the National Curriculum in line with the policies of the school.
* Plan, organise, deliver, and assess a curriculum appropriate to the needs of the children within the guidelines set out by the school, the EYFS and the National Curriculum.
* Provide a stimulating, creative and caring environment appropriate to the needs of the children, enabling them to form positive relationships with each other and adults.
* Run a well-organised and purposeful classroom in which children are given a wide variety of experiences and opportunities.
* Demonstrate a high standard of teaching ability at all times, encouraging each child to fulfil their potential.
* Use ICT as an integral part of the curriculum.
* Co-operate and collaborate with other members of staff to contribute personal knowledge, skills, and insights to the whole School Curriculum.
* Work with colleagues to secure continuity and progression in teaching and learning throughout the school.
* Attend moderation sessions in school and with other schools.
* Co-ordinate a curriculum area overseeing progression, resources and achievement.
* Review and evaluate classroom practice and curriculum to enhance the children’s learning.
* Support the development of children’s basis skills including physical co-ordination, speech, and language.
* Develop children’s curiosity, knowledge, and love of learning, ‘ignite the spark’.
* Ensure the effective and efficient deployment of teaching assistants and volunteers in class.

**Pastoral*** Promote the involvement of parents and our community as co-educators building strong relationships.
* Liaise with professionals from external agencies e.g., speech therapists, social workers.
* Uphold consistent and positive standards of discipline as set out in our Relationships for Learning policy.
* Take all appropriate steps to ensure the well-being, health and safety of the children, including responsibilities in the LA’s and school’s child protection and safeguarding procedures.
* Promote the personal, social, moral, cultural and spiritual development of children.
* Uphold the ethos, vision, aims and practices of the school as set out in school policies and other school documentation.
* Prepare the children for a smooth transition to their next class including handover meetings with next teacher.

**Monitoring, Assessing and Reporting*** With other members of staff establish and maintain records of achievement and agreed procedures for reporting progress orally and in writing.
* Record and report on the progress of pupils against the National Curriculum, attending moderation training as needed.
* Prepare and implement Individual Learning Plans for pupils as needed in liaison with SENCO.

**Reflection and Development*** Contribute to internal staff development programmes and school improvement projects.
* Actively pursue own professional development through INSET and CPD in relation to the priorities identified in the school and own reading and research.
* To take part in the schools Performance Management annual cycle
* Keep up to date with changes in the curriculum and developments in best practice.
* Be adaptable and flexible.

**Administration*** Attend weekly staff meetings, INSET Days, Parents Evenings, New Parents Meeting, SEN meetings and Parents Workshops as part of the annual school calendar.
* Take part in normal school duties and rotas.
* Follow and actively promote the school’s policies and procedures.
* Comply with health and safety policy and undertake risk assessments as appropriate.
* Plan and lead educational visits.
* Carry out the agreed duties within the ‘working time’ specifications set out in the School Teachers Pay and Conditions Document and the 1265 Contractual Hours Agreement
* The post holder is required to carry out any duties the Head Teacher may reasonably direct from time to time.
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