Job Description: CLASS TEACHER

The Class Teacher will:

- teach a class of pupils and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;

- maintain the positive ethos and core values of the school, both inside and outside the classroom;

- contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;

- ensure that the conditions of employment as stipulated in the current National Pay and Conditions document are met.

Duties:

The Class Teacher will:

- implement agreed school policies and guidelines;

- support initiatives decided by the Headteacher / Deputy Headteacher and staff, as well as those across the Epping Forest Schools Partnership Trust (EFSPT);

- plan appropriately to meet the needs of all pupils through differentiation of tasks;

- use assessment information to further improve teaching and learning opportunities;

- be able to set clear targets, based on prior attainment, for pupils' learning;

- have a strong commitment towards improving the basic skills of pupils;

- provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;

- keep appropriate and efficient records, integrating ongoing assessment into weekly and termly planning;

- maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy;

- participate in meetings which relate to the school's management, curriculum, administration or organisation;

- communicate and co-operate with specialists from outside agencies;

- lead, organise and direct support staff within the classroom;

- participate in the performance management system for the appraisal of their own performance, or that of other teachers;

- report to parents on the development, progress and attainment of pupils.

The Governing Body of Hereward Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment.