



Seaham Trinity Primary School

Article 3 – The best interests of the child must be the top priority in all decisions and actions that affect children.

JOB DESCRIPTION

Job Title: Class Teacher

Salary: Main Pay-Scale

Responsibility: To teach a designated class within the primary age range and be responsible for specific areas of the school curriculum.

General Duties

- 🌐 The teacher shall carry out the professional duties of a school teacher under the reasonable direction of the Head Teacher.
- 🌐 A teacher shall perform such particular duties as may reasonably be assigned to them.

Professional Duties

- 🌐 To meet the requirements of a teacher as set out in the School Teachers Pay and Conditions Document and The Professional Standards for Teachers.

Principle Responsibilities

- 🌐 To support the ethos, values and aims of the school community.
- 🌐 To contribute to, and follow, the agreed policies of the school.
- 🌐 To comply with the schools' Safeguarding, Health and Safety Policy and undertake appropriate risk assessments.
- 🌐 To have high expectations of themselves and all pupils and to act as an example to pupils within the school environment.
- 🌐 To contribute to the review, development evaluation and monitoring of the school curriculum, organisation and pastoral functions of the school.
- 🌐 To work as a member of a team and to contribute positively to effective working relationships within the school.
- 🌐 To participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff.
- 🌐 To participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

Main Duties

- 🌐 To plan and teach appropriate, engaging broad, balanced, relevant, differentiated and challenging lessons to all pupils appropriate to their needs within the context of the schools plans, curriculum and schemes of work.
- 🌐 To teach according to their educational needs, the pupils assigned to them, including the setting and marking of work to be carried out by the pupil in school and elsewhere.
- 🌐 To assess, monitor, record and report on the learning needs, progress and achievement of assigned pupils

- 🌐 To provide or contribute to oral assessments, reports and references relating to individual pupils or groups of pupils.
- 🌐 To be responsible for the wellbeing and progress of all children in their class and to contribute to raising standards of pupil attainment.
- 🌐 To effectively communicate with pupil, parents and carers.
- 🌐 Collaborate and work with colleagues and other relevant professionals within and beyond the school
- 🌐 To encourage high standards of behaviour so effective learning can take place, and good relationships can be formed within the school community.
- 🌐 To maintain good order and discipline among the pupils, safeguard their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- 🌐 To contribute to whole school planning activities and take an active role in whole school events.
- 🌐 To direct and supervise support staff assigned to them and where appropriate other teachers effectively to maximise pupil progress.
- 🌐 To co-ordinate or manage the work of other teachers and non-teaching staff including students/volunteers.
- 🌐 To develop their subject knowledge and expertise keeping up to date with national developments, teaching practice and methodology to support pupils in achieving high standards.
- 🌐 To contribute to the recruitment, selection, appointment and professional development of other teachers and support staff.
- 🌐 To ensure they provide effective curriculum coverage, continuity, progression and challenge.
- 🌐 To assist with the monitoring and evaluation of subject delivery through (e.g. work scrutiny, resource audits and data analysis).
- 🌐 To manage their classroom resources and support staff effectively.
- 🌐 To take part with colleagues in developing the subject area.
- 🌐 To participate in administration and organisational tasks related to such duties as described above, including the management and supervision of persons providing support for teachers in the school and the ordering and allocation of equipment and materials.
- 🌐 To deliver assemblies, registering the attendance of pupils and supervising pupils whether these duties are to be performed before, during or after the school sessions.
- 🌐 To contribute to the development implementation and evaluations of the school's policies, practices and procedures in such a way as to support the school values and vision.
- 🌐 To advise and co-operate with the head teacher and other teachers on the preparation and development of schemes of work, teaching and assessment and pastoral arrangements.
- 🌐 To support in maintaining an orderly and tidy environment across school.
- 🌐 To carry out other tasks that are reasonably commensurate with the post at the direction of the Headteacher.

Main Scale teachers must continue to meet the current Professional Teaching Standards.

The post holder must act in compliance with GDPR principles in respecting the privacy of personal information held by the council.

The post holder must carry out their duties with full regard to the Council's Equal Opportunities Policy, Code of Conduct, Child Protection Policy and other Council Policies.

The post holder must comply with the Council's Health and Safety rules and regulations and with Health and Safety legislation.

This post will be subject to an enhanced disclosure from the Disclosure & Barring Service.