



**Park Hill Primary School
EARLY YEARS CLASS TEACHER
JOB DESCRIPTION**

Title	Class Teacher
Salary grade	TMS
Responsible to	<p>The class teacher is responsible to:</p> <ul style="list-style-type: none"> • the Headteacher in all matters and the designated person in the Headteacher's absence; • the school leadership/senior management team in respect of curriculum and pastoral matters.
<p>All members of the teaching staff are required to carry out the duties of a school teacher as set out in the current DFE 'School Teacher's Pay and Conditions' document (DFE 00537-2104) and the 'Teacher's Standards' (2014).</p> <p><i>'Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical: forge positive professional relationships: and work with parents in the best interests of their pupils'</i> (Teachers Standards 2014)</p>	
Job purpose	<p>The class teacher will:</p> <ul style="list-style-type: none"> • teach a class of pupils, and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs; • implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils and support a designated curriculum area as appropriate; • monitor and support the overall progress and development of pupils; • contribute to raising standards of pupil attainment; • share and support the school's responsibility to provide and monitor opportunities for personal growth and enjoyment; • 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.
Duties and responsibilities	<p>The class teacher will:</p> <ul style="list-style-type: none"> • implement agreed school policies and guidelines; • support initiatives decided by the Headteacher and contribute to the achievement of the school development plan and its implementation; • plan appropriately to meet the needs of all pupils, through differentiation of tasks; • be able to set clear targets, based on prior attainment, for pupils' learning;

	<ul style="list-style-type: none"> • provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils; • keep appropriate and efficient records, integrating formative and summative assessment (assessment for learning) into weekly and termly planning; • report to the headteacher, senior management and parents on the development, progress and attainment of pupils; • maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy; maintain the school's ethos when talking to children and dealing with issues. • take part in and contribute to meetings; cooperate with and, where appropriate, advise the headteacher and other colleagues in the review, development and management of a subject in the school; • plan for, organise and direct the work of support staff within the classroom; • participate in the performance management system for the appraisal of their own performance, or that of other teachers and/or teaching assistants where necessary; • communicate and co-operate with specialists from outside agencies;
<p>Subject Leader duties and responsibilities</p>	<ul style="list-style-type: none"> • Assist in the development of appropriate curriculum, resources, schemes of work, marking policies and teaching strategies in the agreed subject areas preparing a subject action plan to aid school improvement; • monitor and assist in the evaluation of the delivery of the agreed curriculum areas across the school and keep appropriate records of monitoring activities; • keep up to date in the agreed subject areas through research, CPD etc. in order to develop own expertise and that of others; • act as a consultant to other staff, including the headteacher; • produce, in consultation with colleagues, written subject policies and guidance and lead staff in the discussion of subject policy and guidance; • oversee the effective deployment of curriculum resources and equipment in the agreed curriculum areas; • ensure 'Best Value' in the procurement of resources in the agreed curriculum areas; • ensure legal compliance with statutory curriculum guidance; • coach colleagues to ensure good practice in the agreed curriculum areas; • Engage fully with colleagues from other schools in the Network 10 school to school support systems and practices • Create and maintain positive relationships with staff, parents and Governors

Post Threshold Expectations

A teacher on the Upper Pay Scale should be highly competent in all elements of the Teachers Standards 2014:

- All teaching to be good or better with a percentage being outstanding
- All pupils make at least good progress
- UPS teachers should be exemplary- a role model for less experienced staff
- UPS teachers should be willing to share good practice
- *Achievements and contributions to the school are substantial and sustained. UPS teachers should:*
- Be an effective part of the school team
- Encourage and support good morale and a positive ethos across the school
- Be willing to undertake additional responsibility when required
- Impact on overall school effectiveness
- Be willing to plan and provide quality CPD which will enhance teaching and learning across the school