



**ST. HELEN'S CATHOLIC PRIMARY SCHOOL**

**JOB DESCRIPTION –CLASS TEACHER**

**MEMBER OF STAFF:**

**POST TITLE:**

**FULL TIME/PART TIME:**

**SALARY:**

**RESPONSIBLE TO:** Key Stage Leader and Headteacher

**CURRICULUM RESPONSIBILITY:**

**MISSION STATEMENT**

**RESPECT YOURSELF,  
RESPECT EVERYONE IN OUR SCHOOL COMMUNITY,  
RESPECT EVERYONE IN OUR LOCAL COMMUNITY,  
RESPECT EVERYONE IN OUR GLOBAL COMMUNITY  
BUT MOST OF ALL, RESPECT GOD OUR FATHER  
IN HEAVEN.**

**THIS SCHOOL IS COMMITTED TO SAFEGUARDING AND  
PROMOTING THE WELFARE OF CHILDREN AND EXPECTS  
ALL STAFF AND VOLUNTEERS TO SHARE THIS  
COMMITMENT.**

**ALL STAFF ARE EXPECTED TO:**

- safeguard and promote the welfare of all children in our care.
- play a full part in the life of the School Community, to support the School's aims and to contribute to the ethos of the School by being a good role model to staff and pupils alike.
- promote the school's Mission Statement and use it as a tool to promote respect at all levels.
- Support the religious life of the School and its legal requirements for collective worship.
- Play an important part in maintaining high standards of achievement and behaviour from pupils.
- Actively promote the School's policies such as anti-bullying, Promoting Positive Behaviour, Safeguarding and Child Protection etc. and to share in the whole school philosophy of supporting the personal needs of individual pupils.
- Comply with the School's Health and Safety policy and undertake risk assessments as appropriate.
- Undertake any other reasonable duty as requested by the Headteacher.

**GENERAL PROFESSIONAL DUTIES FOR TEACHERS:**

The Conditions of Employment of Teachers (Part X11 of School Teachers' Pay and Conditions 2005) specify the general professional duties of all Teachers.

**EXPECTATIONS OF THE CLASS TEACHER:**

- To provide quality learning and teaching opportunities and to ensure that the learning environment supports good teaching and learning.
- To plan effectively, in order to ensure that children are motivated and their learning needs are met.
- To follow the School's curriculum map, the planning systems and assessment for learning and formative assessment procedures.
- To accurately assess children's work, to set targets and provide feedback to pupils and parents/carers, in line with school procedures.
- To have a positive impact on the educational progress of the pupils in your class.
- To contribute to the School Development Plan by expressing your views in the staff questionnaires and where appropriate, contribute to the writing a section of the SDP that is specific to your curriculum group's responsibilities.
- To participate fully in whole school evaluation.

- To enrich the curriculum by planning related visits, visitors, activities etc.
- To liaise with the Assistant Headteacher for Ethos and Inclusion to ensure that pupils with Special needs are having their needs met.
- To guide your Teaching Assistant to ensure all children engage fully with their learning opportunities and make the expected progress.
- To use effective strategies to ensure good behaviour.
- To work in partnership with parents/carers to support the achievement and well-being of pupils.
- To plan and deliver key Stage assemblies with the support of the Key Stage Team, if necessary.

**RESPONSIBILITY FOR YOUR DEVELOPMENT:**

- To engage fully in personal development and the opportunities on offer to you.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task may not be specified.