



Our Lady of Lourdes Catholic Primary School

JOB DESCRIPTION

JOB TITLE: CLASS TEACHER

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and the National Standards for Teachers which should be read in conjunction with this document.

In line with the School Mission Statement, to be responsible for the welfare and education of a designated group of pupils in accordance with the requirements of the National curriculum, the school's aims, objectives and schemes of work and any policies of the Governing Body.

Duties and Responsibilities:

Teaching and learning

- Carry out teaching duties in accordance with the school's schemes of work, National Curriculum and designated subject areas
- Liaise with colleagues to deliver units of work in a collaborative way in accordance with the School Development Plan
- Work with teaching assistants, the Inclusion Leader and wider professionals
- Work towards challenging targets for pupils
- Be an exemplar teacher
- Share in the corporate responsibility for the well-being and discipline of all pupils
- To support the Catholic ethos of the school and teach RE according to the RE scheme of work

Assessment, recording and reporting

- To record pupil assessment outcomes in accordance with school procedures
- To mark work in accordance with the school's Formative Feedback Policy
- To provide assessment reports to monitor pupil progress
- To liaise with parents and attend consultation evenings
- To work within the Codes of Practice relating to Special Educational Needs and Equal Opportunities

Leadership and management

- Support and assist the senior leadership team
- Support and uphold the school's policies
- Lead the culture of collaboration, quality and continual improvement within your areas of responsibility, where relevant
- Assist in the formation of school policy documents

Standards and quality assurance

- Support and uphold the aims and ethos of the school
- Set a good example in terms of dress, punctuality and attendance
- Attend and participate in open evenings and pupil performances
- Take part in the school's Appraisal programme and address performance targets effectively
- Attend team and staff meetings, leading where appropriate

Other duties and responsibilities

- Report to Governors and parents as required.
- Attend relevant courses, keep abreast of current educational thinking and keep colleagues informed.
- Develop links with governors, parents, Local Authority and neighbouring schools
- Undertake any professional duties reasonably delegated by the Head Teacher
- Be responsible for safeguarding the health and wellbeing of the pupils.
- The post holder will share the school's commitment to safeguard, and promote the welfare of, the children in our care.

- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
- To ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.