

## Osidge School

### **Job Description: Class Teacher (Primary)**

**Responsible to:** Headteacher, Deputy Headteachers and Phase Leader

**Salary Grade:** Teachers' Pay Scale (in line with experience)

### **Purpose of the Role**

To deliver high-quality teaching and learning that inspires, challenges, and supports all pupils to achieve their full potential. The Class Teacher will contribute to a positive, inclusive, and nurturing school environment while supporting the school's ethos, values, and strategic priorities.

This job description should be read in conjunction with the latest School Teachers' Pay and Conditions Document and relevant school and Trust policies.

### **Safeguarding**

- Take full responsibility for safeguarding and promoting the welfare of all pupils.
- Adhere to the school's Safeguarding and Child Protection policies at all times.
- Maintain vigilance and report concerns promptly in line with statutory procedures.
- Ensure a safe, secure, and supportive learning environment.

### **Teaching and Learning**

- Plan, prepare and deliver engaging lessons in line with the National Curriculum, statutory frameworks and school schemes of work.
- Ensure teaching meets the diverse needs of all pupils through effective differentiation and adaptive practice.
- Set high expectations that inspire, motivate, and challenge pupils.
- Create a stimulating, organised and inclusive learning environment.
- Use a range of teaching strategies to promote independence, resilience and a love of learning.
- Work collaboratively with parallel teachers to ensure consistency and equality of opportunity.
- Direct and support teaching assistants to maximise pupil progress and access to learning.
- Maintain high standards of classroom organisation and behaviour management.

## **Curriculum Responsibilities**

- Deliver a broad, balanced and inclusive curriculum in line with national and school expectations.
- Stay informed about current educational developments and best practices.
- Support the implementation of the Early Years Foundation Stage and National Curriculum for Key Stages 1 and 2, as appropriate.
- Promote equality, diversity and inclusion throughout the curriculum.
- Support pupils with English as an Additional Language (EAL) and those with Special Educational Needs and Disabilities (SEND).
- Deliver Quality First Teaching in accordance with the SEND Code of Practice.
- Contribute to curriculum development and school improvement initiatives.

## **Assessment, Recording and Reporting**

- Assess, record and monitor pupil progress in line with school policy.
- Use formative and summative assessment to inform planning and next steps.
- Set and review challenging but achievable targets for pupils.
- Prepare and assess pupils' work regularly and provide constructive feedback.
- Maintain accurate records, including Individual Support Plans (ISPs) and Behaviour Support Plans where required.
- Provide high-quality oral and written reports to parents and carers in accordance with statutory requirements.
- Contribute to moderation and assessment processes across the school.

## **Leadership and Wider Contribution**

- Contribute positively to the development and success of the school.
- Lead or support a subject or area of responsibility, aligned with school priorities and individual expertise.
- Monitor standards and contribute to school self-evaluation and improvement planning.
- Provide professional support and guidance to colleagues where appropriate.
- Model excellent classroom practice and uphold high professional standards.
- Participate in staff meetings, INSET and professional development activities.
- Support the organisation and delivery of extracurricular and enrichment activities.
- Build strong home-school partnerships and contribute to community links.

## **Partnership and Communication**

- Establish and maintain positive relationships with pupils, parents, carers and colleagues.
- Liaise effectively with external agencies to support pupil development and wellbeing.
- Communicate clearly with support staff, supply teachers and volunteers.
- Contribute to meetings with parents, governors and other stakeholders as required.
- Promote strong home-school links and parental engagement.

## **Professional Responsibilities**

- Uphold the Teachers' Standards and the school's policies and procedures.
- Take responsibility for personal professional development and participate in appraisal arrangements.
- Keep up to date with curriculum initiatives and educational research.
- Support and promote the school's ethos and values.
- Work collaboratively as part of a team and contribute to the wider life of the school.
- Carry out supervisory duties in accordance with published rotas.
- Ensure compliance with health and safety requirements at all times.

## **General Duties**

- Maintain a supportive, inclusive and nurturing classroom environment.
- Ensure equal opportunities for all pupils.
- Organise and manage classroom resources effectively.
- Undertake administrative tasks associated with the role.
- Carry out any additional duties reasonably requested by the Headteacher, commensurate with the post.

## **Accountability**

The Class Teacher is accountable to the Headteacher, Governors and senior leaders for the quality and effectiveness of teaching and learning. The post holder will:

- Support the provision of information to parents and carers.
- Contribute to the development of strong home-school links.
- Foster positive relationships with the Governing Body, Local Authority, Trust, neighbouring schools and the wider community.

## **Review of Duties**

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.