**Springfield School**

**Job Description – Class Teacher**

**Main Responsibilities**

To ensure the effective learning and teaching of pupils for whom the post holder has responsibilities.

**Responsible to**

The Assistant Headteacher and appropriate line managers as defined within the school leadership and management structure.

**Curriculum**

To plan and deliver, within the context of the school’s curriculum framework and school improvement plan, an appropriate curriculum for the pupils of Springfield School which:

* is broad and balanced and meets the declared aims of the school.
* is appropriate to the individual learning needs of the pupils.
* is responsive to the equalities policies of the school.
* is within the timetable framework as planned by the leadership of the school, which will reflect national and local requirements.
* looks for inclusive opportunities as a means to develop children’s learning.
* promotes spiritual, moral, cultural and physical development
* prepares pupils for the transition to adolescence and adulthood

**Assessment, Reporting and Recording**

* To provide ongoing assessment of pupil’s progress in line with school procedures and practice
* To maintain a high quality of teaching by ensuring consistent monitoring and evaluation of own practice.
* To provide reports and Personal Learning Plans on pupil’s progress as required by school leadership, which meet both statutory and school requirements

**Learning and Teaching**

* To undertake a full teaching commitment within a class and across the key stages as required.
* To plan for children’s differentiated learning within the school’s planning framework using a variety of approaches and strategies.
* To maintain good order and discipline and a positive approach to the management of behaviour in keeping with the ethos promoted in the schools policy on positive behaviour.
* To ensure that positive, trusting and supportive working relationships

between pupils and colleagues are maintained.

* To manage, motivate, develop and support staff with the aim of effective delivery of the curriculum to pupils.
* To maintain an organised classroom environment suitable to the learning needs of the pupils and to contribute to display across the school with reference to the display policy.
* To maintain and develop appropriate and adequate resources for teaching.
* To ensure the health and safety of staff and pupils in accordance with school practice and policy.

**Parents and other agencies**

* To have a positive approach to involving parents and carers in their child’s education.
* To provide parents and others with detailed information about their child’s progress as required.
* To engage parents in partnerships that will enhance the pupils’ cognitive, emotional and social development.
* To liaise with parents, carers and support services as appropriate and in consultation with the Leadership team.
* To actively work within the safeguarding policy and practice of the school
* To work in partnership with school based support services such as therapists.

**School Development**

* To work within and towards the framework of the National Standards for Teachers
* To lead on an area of the curriculum to be agreed with the school and in line with school needs.
* To contribute actively in whole school and curriculum development within the context of the school improvement plan.
* To participate in continuing professional development.
* To keep abreast of general and national curriculum initiatives.
* To participate in working parties for the development, maintenance and evaluation of specific curriculum areas.
* To provide advice, assistance and guidance for staff as required.
* To keep staff and governors informed of development

**General**

* To participate in the corporate life of the school.
* To participate in the school process of performance management.
* To supervise and teach any pupils whose teacher is absent and for whom alternative cover has not been obtained.
* To work with and give appropriate guidance to students, volunteers etc and to contribute to the writing of progress reports etc on them.
* To carry out any other professional duties within the school that may be reasonably required by the Leadership team.
* To carry out duties as described within the School Teachers’ Pay and
* Conditions Document.
* To be responsible for the leadership of a class team.
* Be aware of and comply with policies and procedures relating to child protection, health, safety, security and confidentiality, reporting all concerns to an appropriate person to ensure pupils’ wellbeing.