

St Felix Roman Catholic Primary School



JOB DESCRIPTION

Mainscale Class Teacher

GENERAL DUTIES

You are required to undertake the general professional duties that are common to all teachers as outlined in the current School Teachers' Pay & Conditions Document and Appraisal regulations.

In particular please note that all teachers are required to meet the new professional standards applicable from September 2013.

As a member of staff in a Catholic school you are responsible for promoting and sustaining its Catholic character and ethos

All teachers are expected to support, promote, and implement the annual SDP priorities.

All teachers are expected to be excellent classroom practitioners, 'good' or better, and capable of continuously advancing pupil progress whilst evaluating and developing their own professional skills at the same time.

Teachers are expected to provide an appropriate curriculum and teaching strategies to ensure that all pupils attain the required standards expected in each year group and end of Key Stages.

CATHOLIC ETHOS

To work with the Headteacher and colleagues in creating, inspiring and embodying the Catholic ethos and culture of St. Felix School, securing its Mission Statement with all members of the school community and ensuring an environment for teaching and learning that empowers both staff and pupils to achieve their highest potential.

To attend, take part in and lead acts of collective worship in accordance with the Governing Body's policy.

To implement the policy of the Governing Body on Religious Education.

To ensure that the pupils have a safe and caring environment both in school and on out of school activities.

To foster good relations with all members of the school and local community including parents.

To promote the school and all it stands for on all occasions, in particular, work with stakeholders.

To celebrate the successes of the school at every opportunity.

To act as a model of professional conduct and presentation, demonstrating high personal standards of expertise and commitment.

To perform, in accordance with any directions which may be reasonably be given by the Headteacher, such particular duties as may be assigned.

TEACHING AND LEARNING

Within the context of a Roman Catholic Primary School, the search for excellence pursued through teaching and learning takes place in the context of the individual needs and aspirations of the pupils as God's children.

To participate in long term planning and reviewing for the school and to carry out such medium and short term planning for teaching and evaluating, as required by the school's policies.

To teach, according to their educational needs, the pupils assigned to them including the setting and marking of work to be carried out in school and elsewhere.

To manage the classroom effectively to develop a purposeful and stimulating learning environment.

To manage pupil behaviour in a positive and effective manner.

To review programmes of work, teaching materials and methods in liaison with Subject Leaders and other colleagues.

To assess, record and report all the development, progress and attainment of pupils having regard to the curriculum of the school.

To set targets for individual pupils as required.

To make records and reports on the personal and social needs of the pupils, communicate and consult with parents, cooperate with persons or bodies outside the school and participate in meetings as necessary.

To promote the general progress and well being, including the provision of guidance on educational and social matters, of individual pupils and any class or group assigned to him/her.

THE TEACHER AS PROFESSIONAL

In a Roman Catholic Primary School, the responsibility of each teacher is to assist the Headteacher in the leadership of a faith community for whom Christ is the model. In the teaching and management of staff, their unique contribution as individuals, valued and loved by God, should be recognised.

To contribute to a climate of mutual support, in which self confidence and self esteem can grow and to work as a member of a team.

To be committed to personal professional development and to participate in the school's system of performance management.

To contribute as appropriate to the professional development of colleagues.

To participate in meetings with other staff to review curricular, pastoral and organisational and administrative matters affecting the school.

To supervise and support the work of teaching and learning assistants including volunteers.

To take part in the induction and assessment of newly qualified teachers and of students undertaking school practice.

To supervise pupils outside the classroom as required by the headteacher and within the Conditions of Employment.

RESOURCE MANAGEMENT

In a Roman Catholic Primary School, the relationship between the mission statement and the deployment of all staff, finance, resources, time and energy should reflect the Christian aims of the school community and the needs of all pupils.

To manage materials and equipment for lessons to ensure minimal damage, wastage and loss.

To provide a purposeful, safe and tidy working environment that celebrates achievement and success.

SPECIFIC RESPONSIBILITIES

To co-ordinate an area of the curriculum as required, except in the NQT year.

This job description and allocation of particular responsibilities may be amended by agreement from time to time.

This appointment is with the Governing Body of the school as employer under the terms of the Catholic Education Service contract. It is also subject to the current conditions of employment of school teachers, contained in the School Teachers' Pay and Conditions Document and other current educational and employment legislation.

Signed:

Date:.....

Signed (Head):.....

Date:.....