



**ALEXANDRA JUNIOR SCHOOL  
CLASS TEACHER JOB DESCRIPTION**

<p><b>Title and Grade of Post</b></p>	<p>Class Teacher (mainscale/UPS)</p> <ul style="list-style-type: none"> <li>• This job description should be read in conjunction with the STPCD (and annex 1 to the STPCD for post-threshold standards) as well as the QTS professional standards</li> <li>• This job description may be amended at any time following discussion between the Headteacher and member of staff</li> </ul>
<p><b>Core Purpose</b></p>	<ul style="list-style-type: none"> <li>• To provide all pupils with a high quality, inclusive education within a safe, stimulating and caring environment in line with the national curriculum/EYFS and the school's ethos, policies, objectives and priorities</li> <li>• To share responsibility for the behaviour, care and welfare of all pupils</li> </ul>
<p><b>Job purpose</b></p>	<p>The class teacher will:</p> <ul style="list-style-type: none"> <li>• Support the school's priorities and initiatives decided by the Headteacher, governors or staff and contribute to the achievement and implementation of the school's development/improvement plans</li> <li>• Teach a class of pupils, ensuring that planning, preparation, delivery, recording, assessment and reporting meet their varying learning and social needs</li> <li>• Maintain the positive ethos and core values of the school, both inside and outside the school</li> <li>• Develop effective relationships with pupils, parents, staff, governors, the wider community and other schools or educational institutions to achieve positive outcomes for all children</li> </ul> <p>Have a working knowledge of:</p> <ul style="list-style-type: none"> <li>• the national conditions of employment for schoolteachers as set out in the current copy of the School Teachers' Pay and Conditions Document</li> <li>• The national standards for Qualified Teacher Status/UPS standards, as appropriate</li> </ul>



<b>Responsible to</b>	<p>The post holder is responsible to:</p> <ul style="list-style-type: none"> <li>• The Headteacher in all matters</li> <li>• The relevant member of the school leadership/senior management team in respect of curriculum and pastoral matters</li> </ul>
<b>Duties and responsibilities specific to the post</b>	<p>The class teacher will:</p> <ul style="list-style-type: none"> <li>• Maintain high standards of professional behaviour, conduct and presentation</li> <li>• Set clear differentiated targets, based on prior attainment, for pupils' learning</li> <li>• Plan appropriately, in consultation with colleagues, differentiated learning to meet the needs of all pupils, following the school's agreed planning formats</li> <li>• Provide a stimulating and learning-focused classroom environment, where resources can be accessed appropriately by all pupils</li> <li>• Implement and deliver an appropriately broad, balanced, relevant and differentiated curriculum for pupils in an engaging and motivating manner including the effective use of ICT</li> <li>• Maintain good order and discipline amongst pupils at all times, in accordance with the school's ethos and policies</li> <li>• Provide clear guidance, support and feedback to pupils, including marking and advice on next steps/how to improve</li> <li>• Keep appropriate and efficient records following the school's agreed systems and procedures, integrating formative and summative assessment (assessment for learning) into short, medium and long term planning</li> <li>• Plan for, organise and direct the work of support staff to support learning</li> <li>• Report to the headteacher, senior leaders, governing body and parents on the development, progress and attainment of pupils</li> <li>• Monitor and support the overall progress and development of all pupils</li> <li>• Support the monitoring, evaluation and development of a designated curriculum area, as appropriate</li> <li>• Contribute to raising standards of pupil achievement throughout the school</li> </ul>



- Implement agreed school policies and guidelines including safeguarding, health and safety and equal opportunities
  - Take part in and contribute to meetings; cooperate with the Headteacher and other colleagues in the review, development and implementation of teaching and learning and the curriculum
  - Communicate and engage cooperatively with other schools, educational institutions and outside agencies
  - Participate in the performance management system including coaching opportunities, for the appraisal and development of their own performance or that of other staff
  - Consistently meet the national standards for Qualified Teacher Status/UPS (as appropriate) and be subject to the national conditions of employment for schoolteachers as set out in the current copy of the STPCD
  - Assist in the school's monitoring and self evaluation for continued improvement
- Post-threshold expectations:**
- Act as a role-model for teaching and learning
  - Make a substantial and sustained contribution (specifically agreed through appraisal) to the raising of pupil standards and achievement across the school
  - Continue to develop their expertise and provide regular coaching and mentoring to support the work of the wider school team