



**Diocese of Northampton - Duns Scotus Trust**  
**St Peter Catholic Academy Trust**

*A registered charitable Company limited by guarantee (number 10435919)*  
*Address: St. Joseph's Catholic High School, Shaggy Calf Lane, Slough, Berkshire, SL2 5HW*



**St. Ethelbert's Catholic**  
**Primary School and Nursery**

*'Learning, achieving and growing together with Jesus'*

Headteacher: Mrs F. Maynard

Wexham Road, Slough, Berkshire SL2 5QR  
Telephone: 01753 522048 Fax: 01753 552613  
[post@stethelberts.slough.sch.uk](mailto:post@stethelberts.slough.sch.uk)

**JOB DESCRIPTION: CLASS TEACHER**

**Title:** Teacher – Main Grade

**Responsible to:** Phase Leader or Assistant Head for the phase

**General Responsibilities**

The role of the class teacher is to ensure the education and welfare of a designated class/group of pupils in accordance with the requirements of relevant the 'Conditions of Employment of School Teachers' Document, having due regard to:-

- The National Teachers' standards
- The requirements of the National Curriculum, Foundation Stage (EYFS) curriculum, the School's aims, objectives, schemes of work and policies of the Senior Leadership Team and Governing Body.
- To share in the corporate responsibility for the achievement, pastoral care, safeguarding and behaviour of all pupils and to support and develop the School's standing in the community.
- The Catholic ethos of the school which is exemplified through our mission statement "Learning, achieving and growing together with Jesus"

**Summary of Main Responsibilities**

- To develop an environment in which the Catholic Ethos of the school and our mission statement is nurtured, developed and given a high priority
- To develop an environment where quality first teaching and learning can take place
- To maintain a safe, secure environment fostering children's independence, confidence and self-esteem
- To provide interesting and challenging learning opportunities through planned schemes of work and within the framework of whole school policies
- To provide a broad, balanced, developmentally appropriate curriculum which takes account of and valuing:-
  - *The individual needs and aptitudes of every child*
  - *The experiences and interests which the child brings from home*
  - *Progression through EYFS and/or National Curriculum statutory requirements*

- To implement a daily classroom routine which provides:
  - *high expectations of success for all balanced teaching and learning activities focused on children's prior learning, their next steps as well as taking into account the pitch and expectations for that year group*
  - *for differentiated activities as appropriate*
  - *for a blend of whole class, group and individual teaching as appropriate*
  - *quality physical experiences, both indoor and outdoor variety, support and challenge*
  - *for weekly home learning tasks to reinforce or extend learning beyond the classroom*
  - *time to observe, assess and communicate significant findings*
  - *time for evaluation of the delivered curriculum*
- To carry out assessments in accordance with the school's assessment cycle using agreed systems and procedures
- To use formative and summative assessment data to inform teaching and learning, monitor and evaluate progress and plan appropriate interventions for pupils at risk of underachievement
- To organise quality displays of children's work which reinforce high expectations of success and achievement
- To promote close liaison between home and school through professional and constructive dialogue with parents/carers
- To take responsibility for a particular curriculum area or aspect of school life within the existing school structure
- To operate within the agreed Classroom Code of Practice and school policies relating to safeguarding and teaching and learning, as well as all other school policies approved by the Governing Body or Senior Leadership Team
- To liaise with the Head and Assistant Heads as appropriate regarding the day to day management and organisation of the school (e.g. assemblies, timetables, playtimes) to maximise teaching and learning
- To continue personal professional development by keeping informed of new developments and taking part in agreed CPD activities provided by the school
- To create an inclusive classroom environment:
  - *including provision for the educational requirements of children SEN, through writing, implementing and reviewing IEPs*
  - *Planning for and meeting the needs of vulnerable groups (e.g. pupils eligible for the pupil premium), pupils with EAL and G & T pupils.*

*The Job Description and allocation of particular responsibilities are as seen at the moment. The Head Teacher may vary the duties from time to time, after discussion with you, without changing their general character or level of responsibility but in any case they will be reviewed during the school Appraisal cycle, where appropriate targets are set in accordance with the school's Appraisal Policy.*