

Littledean C of E Primary School

Job Description

Post: Main Scale Class Teacher

School: Littledean C of E Primary

Pay Range: Main Scale

Job Purpose: Class Teacher for Holly Class

Areas of Responsibility and Key tasks

- Teach in a EYFS / Key Stage 1 class
- Prepare, teach and assess agreed areas of the curriculum
- To be able to manage and direct support workers and liaise with the SEND co-ordinator
- Identify clear teaching objectives and specify how they will be taught and assessed ensuring clear progression for all pupils
- Setting tasks which challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Providing clear structure for lessons maintaining pace, motivation and challenge
- Making effective use of assessment through full participation in all pupil progress meetings demonstrating an ability to scrutinise data and plan for the next steps
- Maintaining discipline in accordance with the schools procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- Provide accurate marking and feedback for pupils
- Assess and record pupils progress systematically
- Prepare and present informative reports to parents
- Take an active role in the wider aspects of school life
- Follow safeguarding procedures laid out by the school
- Be able to lead an area of the curriculum

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.

This job description may be amended at any time following discussion between the head teacher and member of staff, and will be reviewed annually.

Reviewed October 2025