



## Class Teacher Job Description

**Job Title:** Class Teacher  
**Responsible to:** Head Teacher

### Job Purpose

- The Class Teacher is responsible for delivering lessons in accordance with the curriculum, national guidelines and priorities identified on the School Development Plan.
- To enable pupils to make good progress in their learning by building on prior skills and learning.
- To assist all pupils to develop a love of learning and an excitement about coming to school each day.

### Duties and Responsibilities

- To undertake duties as required by the Teaching Standards.
- To be committed to the aims, values and ethos of the school.
- To keep up-to-date with, and remain knowledgeable of, the requirements of the National Curriculum.
- To have regard for Continuing Professional Development (CPD) and contribute to the school's process of self-evaluation and development.
- To be familiar with and work with due regard to the school's systems, structures, policies and procedures.
- To effectively plan a varied, balanced and appropriate curriculum to facilitate good progress and the raising of standards.
- To adapt teaching styles to suit all learners and provide a supportive learning environment.
- To differentiate resources and equipment so that lessons may be accessed by all pupils.
- To enforce the school's Behaviour Policy through excellent classroom management.
- To encourage pupils to develop their creativity, initiative, independence and sense of responsibility.
- To be familiar with the 0-25 Special Educational Needs (SEN) Code of Practice, and support and plan for pupils accordingly.
- To be a reflective practitioner, with the drive to further develop within the profession.
- To be committed to the school's target setting and monitoring systems for pupil progress.
- To systematically assess and record pupil's academic progress and use the results to inform future planning.
- To monitor both class work and homework, provide constructive feedback (in line with marking and feedback policy) and set informed targets for pupil progress.
- To report on each individual pupil's progress to the Head Teacher, Assessment Lead and parents as required.

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- To actively support school activities, on occasion, such as educational trips, extra-curricular activities and clubs and parents' evenings; this may require some out-of-hours availability.

### **General Duties**

- To carry out a share of supervisory duties in accordance with published rotas.
- To participate in appropriate meetings with colleagues, parents and other professionals relative to the above duties.
- Operate relevant equipment/ICT packages (e.g. MS Office, internet, email)
- Keep up to date knowledge of the range of external agencies and opportunities that can be accessed to provide extra support for pupils and families.
- Plan for and support Teaching Assistants that have been assigned to class.
- Ensure effective communication with all colleagues within the school.

This should be read in conjunction with the Teachers' Standards from the Department for Education.

Reviewed – April 2026