



BISHOP CHADWICK CATHOLIC EDUCATION TRUST

JOB DESCRIPTION

POST TITLE: Class Teacher

GRADE: MPS (1-6) - UPS (1-3)
Applications from ECT's are welcome

RESPONSIBLE TO: Executive Head Teacher

At St. Cuthbert's Catholic Primary School, the Teacher fulfils their responsibilities as specified by the Executive Head Teacher, Head of School and senior colleagues and in accordance with school's Mission Statement.

Overall Objectives of the Post:

To facilitate high standards of teaching and learning in school.

Key Tasks of the Post:

- To uphold the Catholic ethos of our school.
- Take responsibility for teaching within the primary phases.
- Ensure the effective learning, progress and outcomes of pupils.
- Direct and deploy support staff or volunteers as required.
- Carry out other duties or responsibilities as required by the Headteacher or Senior Leadership Team, which contribute to the smooth running of the teaching environment, or the school as a whole.

The generic duties of the post are based on the Teachers' Standards:

The post holder must:

1 Set high expectations which inspire, motivate and challenge pupils

- ✓ establish a safe and stimulating environment for pupils, rooted in mutual respect.
- ✓ set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.
- ✓ demonstrate consistently the positive attitudes, values and behaviour.

2 Promote good progress and outcomes by pupils

- ✓ be accountable for pupils' attainment, progress and outcomes.
- ✓ have a secure understanding of assessment procedures and how these impact on learning and progress.
- ✓ be aware of pupils' capabilities and their prior knowledge, and plan teaching to build on these.
- ✓ demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching.
- ✓ encourage pupils to take a responsible and conscientious attitude to their own learning.

3 Demonstrate good subject and curriculum knowledge

- ✓ have a secure knowledge of Curriculum requirements.
- ✓ demonstrate a critical understanding of developments across the primary phase.
- ✓ demonstrate an understanding of and take responsibility for promoting high standards in all curriculum areas.

4 Plan and teach well-structured lessons

- ✓ impart knowledge and develop understanding through effective use of time.
- ✓ promote a love of learning and children's intellectual curiosity.
- ✓ Through effective use of resources and classroom management enable all children to be **inquisitive, engaged and empowered** in their learning.
- ✓ reflect systematically on the effectiveness of the children's learning and approaches to teaching.
- ✓ contribute to the design and provision of an engaging curriculum across school.

5 Adapt teaching to respond to the strengths and needs of all pupils

- ✓ know when and how to differentiate appropriately, using approaches which enable pupils to be taught effectively.
- ✓ have a secure understanding of how a range of factors can inhibit pupils' ability to learn, and how best to overcome these.
- ✓ demonstrate an awareness of the physical, social and intellectual development of children, and know how to adapt teaching to support pupils' education at different stages of development.
- ✓ have a clear understanding of the needs of all pupils, including those with special educational needs; those of high ability; those with English as an additional language; those with disabilities; and be able to use and evaluate distinctive teaching approaches to engage and support them.

6. Make accurate and productive use of assessment

- ✓ have a thorough and effective understanding of assessment across the primary phase and an awareness of accurate whole school assessment in order to ensure good or better pupil progress.
- ✓ use relevant data to monitor progress, set targets, and plan subsequent sessions.

7. Manage behaviour effectively to ensure a good and safe learning environment

- ✓ have clear rules and routines for behaviour, and take responsibility for promoting good and courteous behaviour both in and around the classroom and the school, in accordance with the school's behaviour policy.
- ✓ have high expectations of behaviour, and establish a framework for discipline with a range of strategies fairly.
- ✓ manage classes effectively, using approaches which are appropriate to pupils' needs in order to involve and motivate them.
- ✓ maintain outstanding relationships with pupils and parents/carers, exercise appropriate authority, and act decisively when necessary.

8. Fulfil wider professional responsibilities

- ✓ make a positive contribution to the wider life and ethos of the school.
- ✓ develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.
- ✓ deploy support staff effectively.
- ✓ take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues.
- ✓ communicate effectively with parents as partners.

Personal and professional conduct

- ✓ demonstrate consistently high standards of personal and professional conduct.

Bishop Chadwick Catholic Education Trust and St. Cuthbert's Catholic Primary are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. Successful applicants will be required to produce an Enhanced Certificate of Disclosure from the Disclosure and Barring Service.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

The Governors will appoint someone who can show by example and from experience that he or she will work with the Executive Head Teacher, Head of School and Senior Leaders. The appointment is subject to current education and employment legislation.

May 2025