

# Oxford Gardens Primary School

## Royal Borough of Kensington & Chelsea



## Job Description

### Class Teacher

#### **Job Purpose**

*As Class Teacher you will:*

- Be an effective and reflective classroom practitioner, able to demonstrate and share good practice;
- Plan and prepare lessons with regard to individual need, with reference to school policies, national requirements and local policies;
- Build upon the ethos and core values of Oxford Gardens as an inclusive 21st Century Learning Community, both inside and outside the classroom;
- Work alongside the staff team to achieve the goals set annually in the School Improvement Plan;
- Contribute to constructive team-building amongst all staff, parents, governors and the wider community;
- Ensure that the current national conditions of employment for school teachers are met.

#### **Duties:**

*As Class Teacher you will:*

- Have a secure knowledge and understanding of the National Curriculum;
- Support initiatives decided by the Head Teacher and SLT;
- Deliver stimulating and effective lessons, differentiated to meet the needs of all pupils including the most able;
- Be able to set clear targets, based on prior attainment, for pupils' learning;
- Provide a stimulating classroom environment that promotes personalised learning, where resources can be accessed appropriately by all pupils, enabling them to strive for excellence and learning fulfilment;
- Keep appropriate and efficient records incorporating the use of SIMS, which integrate formative and summative assessment into daily, weekly and termly planning;
- Carry out effective formative and summative assessment procedures, including Assessment for Learning (AfL) in line with school policy;
- Report to parents on the development, progress and attainment of pupils;
- Maintain good order and discipline amongst pupils in accordance with the School's Behaviour Policy and Code of Conduct;
- Participate in staff meetings and other relevant meetings;
- Communicate and co-operate with specialists from outside agencies;
- Establish and maintain good relationships with colleagues, parents, children and the community;
- Lead, organise and direct support staff;

- Participate in the Performance Management System for the appraisal of their own performance, or that of other teachers;
- Be abreast of new educational initiatives and all aspects of the National Curriculum;
- Set a good professional example to pupils, colleagues and the community;
- To support the school vision of developing a unique curriculum which is special for the Oxford Gardens Community.

**Other Duties and Responsibilities:**

- To comply with the school's Health and Safety policy and undertake any risk assessments as necessary and appropriate.
- Carry out any other reasonable duties as directed by the Head Teacher.