

**LITTLE HEATH SCHOOL**  
Little Heath Road  
Reading, Berkshire  
RG31 5TY  
Headteacher: Mr D J Ramsden



**JOB DESCRIPTION:** Classroom Teacher

**Job Title:** Classroom Teacher

**Report to:** Head of Department

**Job Purpose:** The Class Room Teacher will:

- raise standards of student achievement within the school
- carry out the professional duties of a classroom teacher as set out in the current STPCD;
- perform the duties of a form tutor, providing wide-ranging pastoral support for students.

**Salary/pay grade:** Main Scale 1-6 (Nationally agreed pay scales are used as defined in the STPCD).

**Specific responsibilities of the post:**

Teaching and Learning

- To develop innovative approaches to teaching and learning in order to raise standards of student progress.
- To create a climate for learning in the classroom through high quality planning of lessons.
- To monitor and evaluate student achievement, including the progress of specific groups (such as gifted and talented + SEN).
- To use ICT effectively as a tool for the transformation of learning.
- To prepare students for external assessment.
- To contribute to the development of generic skills such as literacy, numeracy and citizenship.
- To support the delivery of the department development plan.
- This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2016, and therefore the ability to converse at ease with pupils/members of the public and provide advice/instruction in accurate spoken English is essential for the post

Assessment and Recording

- To use a range of assessment data to track the progress of individuals.
- To provide diagnostic, formative and summative assessment information to students, parents and other school leaders as appropriate.
- To follow departmental policy and practice as described in the relevant Faculty handbook.

Curriculum

- To contribute to department planning and curriculum development.

- To keep up-to-date with national developments in curriculum design and pedagogy.
- To contribute to the development of teaching materials and schemes of work for use throughout the department.

#### Student personal development and well-being

- To promote good standards of personal conduct and behaviour so that effective learning can take place.
- To ensure that the school follow relevant national policies on safeguarding, thus allowing students to be healthy and safe at school.
- To promote good attendance and punctuality to lessons.
- To promote the personal development of students through engagement in a range of extra-curricular opportunities.

#### Management of Staff

- To ensure that teaching assistants or support staff are employed effectively within the classroom.

#### Relationships with key stakeholders

- To foster positive relationships throughout the school community.
- To develop effective relationships with parents which focus on students' learning and progress.
- To develop positive relationships with the local community, including employers, outside agencies and the LA.
- To establish and maintain productive relationships with the department.

#### Other duties

- To undertake any further duties as outlined by the Headteacher provided that they are reasonable and appropriate.