



Christ the King Catholic Primary School

We love, aspire and serve with Christ our King

Meadway, Wavertree, Liverpool, L15 7LZ | 01517223462 | schooloffice@ctkliverpool.co.uk | christthekingcatholicprimary.co.uk
Head Teacher: Mr D Delaney Acting Deputy Head Teachers: Miss L Douglas & Mrs J Selby

Job Description

Job Title	Class Teacher
Reporting to	Head Teacher
Line Manager of	n/a
Pay Grade	MPS / UPS

Job Purpose

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards
- To put our Catholic ethos at the heart of all we do

Key Responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Participate in arrangements for preparing pupils for external tests

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and pupil development to secure co-ordinated outcomes

Health, safety and discipline

- Promote the safety and wellbeing of pupils
- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

Professional development

- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own teaching
- Where appropriate, take part in the appraisal and professional development of others





Communication

- Communicate effectively with pupils, parents and carers

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school
- Develop effective professional relationships with colleagues

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities

Safeguarding Responsibilities

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Information Management Responsibilities

1. Take reasonable care to ensure that personal sensitive data is managed in accordance with the schools policies and procedures.

Leadership Responsibilities

1. Be an excellent role model to both staff and pupils and adhere to the CTK Expectation at all times (Be Safe, Be Responsible, Be Respectful).
2. Able to work to the schools code of conduct.

Professional Standards

1. Establish constructive relationships and communication with all staff and other agencies/professionals
2. Recognise own strengths and areas of expertise and use these to advise and support others
3. Participate in training and other learning activities and performance development as required

Please note that this list of duties is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the school office manager will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the head teacher