



DULWICH COLLEGE BEIJING

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JOB DESCRIPTION

Position: **Key Stage 2 Class Teacher**
Name:
Reports to: **Head of Junior School**
Must liaise with: **Subject Co-ordinators; Year Group Co-ordinator**

Brief Overview of Roles

- To provide an educational environment conducive to the learning of the children in the class in line with the school educational philosophy
- To understand the needs of the individual students in the class, structuring their learning so that they progress at a rate which challenges them in a secure environment
- To lead and develop the Teaching Assistants supporting the class

Performs responsibilities in the following specific areas :

- Creation of an environment in which the students' learning flourishes
- Particular responsibility for the pastoral care of the children in the class and involvement in the pastoral care of all children
- Teaching the class agreed with the head of Junior school
- Delivering the curriculum, adhering to school policies and curricular documents
- Recording children's progress, attainment and achievement in line with school assessment policy
- Reporting to parents in line with school reporting and assessment policy
- Contribute towards an effective and professional teaching team
- Reviewing the work of Teaching Assistants and reporting on their development needs
- Attending whole school, year group and subject specific staff meetings as required
- Planning, teaching, learning and assessment of the curriculum
- Liaise with year group leader/subject coordinator/deputy and head of Junior school regarding curriculum as appropriate
- Maintaining the management of children's behaviour in line with school policy
- Undertaking supervisory playground duties as set out in the school rota
- Playing a part in the co-curricular life of the students by organising or being involved with a chosen extra curricular activity

Personal and professional development

- To take part in the performance management of the College
- To attend professional development training as identified
- To disseminate information from professional training attended
- Be aware of current trends in teaching and learning

Class Teacher

Headmaster

Date