



ST. JOSEPH'S SCHOOL

16 Tocumwal Rd, Numurkah, 3636.

Phone: 03 5862 1804

Fax: 03 5862 2768

E-mail: parnel@sjnumurkah.catholic.edu.au

Website : www3.sjnumurkah.catholic.edu.au



Overview of Responsibilities – Classroom Teacher

The classroom teacher is an integral part of our School Team. He or she is more specifically a member of the Prep, Junior, Middle or Senior Professional Learning Team (PLT).

This person is required to Team Teach in Open Learning Spaces in managing human and physical resources in Challenging and Engaging Every Child in their care.

Specific capacities include :

- Create a Living and Learning Environment conducive to the Holistic Development of each child
- Apply St Joseph's Contemporary Teaching and Learning Practices that support our Team Teaching - Open Plan Approach
- Present Oneself in a Positive and Professional Manner that upholds our Catholic Ethos

Specific duties include :

- To support and be responsible for the implementation of School Policy, Practice & Programs
- To know, support and implement practical matters included in the Staff Handbook
- To actively and positively contribute to the preparation of the Team Planner
- To keep up to date Written Evaluation, Notes and Records of all pupils in the class
- To be responsible for completing Student Formal Written Reports & Conferences
- To actively participate and maintain the personal School Professional Development Program
- To actively participate in Staff Meetings and Professional Development sessions
- To support and co-operate with PLT Leaders and participate meaningfully in PLT Meetings
- To build and maintain Positive Relationships with Students and Parents/Carers
- To effectively implement our school based Child Safe Student Behavior Management Process