



# Our Lady Help of Christians School, Wendouree

[www.olhcwendouree.catholic.edu.au](http://www.olhcwendouree.catholic.edu.au)

telephone: 03 53394726



## Classroom teacher role description

*This document is based upon school policies and procedures and external guidelines, agreements and codes set by various bodies governing Victorian Catholic Schools, including:*

- *Victorian Institute of Teaching (Standards of Professional Practice and Code of Ethics)*
- *Victorian Catholic Education Multi Employer Agreement 2018,*
- *Catholic Education Commission Victoria (Accreditation to Teach in a Catholic School)*

It is expected that all staff of Our Lady Help of Christians Primary School Wendouree endeavour to uphold the school mission statement and to live out its vision. Through their teaching and by personal example, teachers will strive to help students understand and appreciate Catholic values.

In practice this involves:

- An acceptance of the Catholic educational philosophy of the school;
- Development and maintenance of an adequate understanding of those aspects of Catholic teaching that touch upon subject areas and other aspects of their work;
- A commitment to strive to help students to understand, accept and appreciate Catholic teaching and values through their teaching and other work and by personal example
- Comply with the accreditation policy of the CECV to teach in a Catholic school and other CECV policies.

Our Lady Help of Christians School is committed to providing all staff and students with a working environment that values diversity and respects differences in its community, where each person is treated with courtesy and respect in a fair and just manner.

All staff have an important role in assisting with the promotion of a culture within the school which clearly defines and actively discourages bullying, discrimination or harassment of any nature. Likewise, teaching staff are responsible for ensuring that a positive and productive learning environment is created and maintained within the classroom.

All staff are responsible for the pastoral care of students and thus are required to communicate and act in response to the needs of a student. It is expected that all staff have a knowledge of the established procedures for addressing the pastoral care and behaviour management of students as outlined in school policies.

***Our Lady Help of Christians Primary School Wendouree is a Professional Learning Community.***

***In supporting the OLHC vision and mission, teachers will collaborate to implement effective learning and teaching practices.***

***Our Lady Help of Christians Primary School Wendouree is a Positive Behaviour Intervention and Supports school (PBIS). In supporting the Our Lady Help of Christians vision and mission, teachers will promote school safety and positive behaviour through implementing behaviour expectations and strategies in a child safe, developmentally appropriate, and evidence-based manner.***

# Specific Roles and Responsibilities

## PROFESSIONAL CONDUCT:

*Our Lady Help of Christians Primary School teaching staff demonstrate a high degree of professionalism by:*

- Supporting the Catholic school culture of Our Lady Help of Christians Primary School
- Openly supporting other staff by contributing to an optimistic and collaborative school culture
- Communicating with all members of the school community in an open and respectful manner
- Exhibiting a positive and flexible attitude, and maintaining confidentiality at all times
- Demonstrating a commitment and openness to ongoing personal and professional learning and growth
- Carrying out duties in an ethical, responsible, and professional manner.
- Understanding the employer's requirements and acting in accordance with the Code of Conduct, school policies, School Improvement Plan, Annual Action Plan, and school procedures.

## TEAM COLLABORATION:

*As a professional learning community Our Lady Help of Christians teaching staff collaborate to ensure that all students participate in high quality, data driven and evidence based intentional learning, marked by the distinctive nature of our Catholic faith and tradition. Our Lady Help of Christians Primary School teaching staff demonstrate a high degree of collaboration by:*

- Working closely with the Leadership Team and as part of a Highly Effective Team.
- Enhancing the capacity of the team to work interdependently to achieve common goals for which team members hold themselves mutually accountable.
- Working together to develop learning improvement and student wellbeing goals.
- Focusing on the four critical questions of a Professional Learning Community, and their related practices to build core classroom teaching.
- Supporting and contributing to the team in collaborative decision-making concerning:
  - Essential Learnings in the curriculum.
  - Learning targets.
  - Common formative assessments.
  - Common summative assessments.
  - Large group instruction strategies.
  - Small group instruction strategies.
  - At Risk, On Target, and Need Additional Challenge student groups.
  - School Wide Positive Behaviour Intervention Strategies (SWPBIS).
  - School Wide Wellbeing strategies and practices.

## LEARNING AND TEACHING:

Our Lady Help of Christians Primary School asks that teachers remain current in all areas of contemporary curriculum theory, development, implementation and evaluation. *Our Lady Help of Christians Primary School teaching staff demonstrate a high degree of teaching and learning excellence by:*

- Demonstrating sound curriculum knowledge across curriculum areas, and continuing personal professional learning to ensure this knowledge is frequently updated.

- Applying teaching methodologies that are structured and differentiated to cater to the diverse learning needs of each student.
- Demonstrating effective use of teaching and learning tools such as curriculum resources, learning technologies, and other resources which improve student learning outcomes.
- Working professionally and collaboratively with colleagues in the development of curriculum and planning, in accordance with school and/or system guidelines.
- Setting clear, challenging, and achievable goals with and for students.
- Participate in professional conversations and learning which lead to improved student outcomes.
- Know the characteristics of learners at different developmental phases and current educational strategies for addressing their learning needs.
- Analyze and improve student learning data.
- Ensure equity of access to human and material resources.

**ADDITIONAL DUTIES:**

- The Principal may require other duties from time to time.