



Job Purpose

1. To carry out the professional duties of a primary school teacher (as defined in the School Teachers' Pay and Conditions document) ensuring the education and welfare of a class/group of pupils and having due regard to the school's aims, values and curriculum.
2. To promote good relationships with all key stakeholders – children, colleagues, parents/carers, governors and the community.
3. To promote the general progress and well-being of individual pupils and of any class or group of pupils assigned, and undertaking other activities for or relating to pupils.

General Duties & Responsibilities:

Teachers will ensure effective teaching of their class/group by:

1. Planning and preparing assigned work, including PPA cover when and where appropriate;
2. Planning and preparing high quality learning experiences, including identifying clear learning objectives;
3. Creating and maintaining a stimulating and organised learning environment.
4. Providing clear structures for lessons and, using a variety of teaching strategies, maintain pace, motivation and creativity for all pupils;
5. Ensuring that all children enjoy equal access to an appropriate and exciting curriculum which enables them to achieve to their very best;
6. Setting differentiated tasks which ensure high levels of interest and challenge all pupils;
7. Assessing how well learning objectives have been achieved and using assessment to plan for the next steps of learning;
8. Marking and monitoring pupils' work and setting challenging learning targets;
9. Assessing, recording and reporting systematically on the development, progress and attainment achieved by those pupils assigned to you;
10. Taking all reasonable steps to maintain good order and behaviour amongst pupils by following the school's Behaviour Policy and safeguarding the health and safety of pupils, whether on the school premises or authorised activities elsewhere;
11. Have a commitment to collaboration and co-operative working, where appropriate;
12. Identifying SEN and more and most able pupils and meeting their needs with appropriate intervention and teaching strategies;
13. Managing teaching assistants and volunteers effectively and appropriately in the classroom;
14. Evaluating own teaching critically to improve effectiveness; improving practice through appropriate professional development;

15. Having a creative and constructively critical approach towards innovation; being prepared to adapt practice where benefits and improvements are identified;
16. Ensuring effective partnership with staff supporting within and/or outside the classroom;
17. Contributing to the development of teaching and learning materials e.g. schemes and units of work;
18. Preparing and writing accurate and informative end of year reports to parents;
19. Attending parents' evenings, other meetings (e.g. SEN meetings) and school functions.

Other Duties:

20. Undertake any other duties that can be accommodated within the grading level and nature of this post as necessary.

Other Professional Requirements: Teachers are expected to:

1. Know and work within the Teachers' Standards and legal liabilities e.g. equal opportunities, race equality, safeguarding/child protection procedures;
2. Demonstrate commitment to Safeguarding policies and practice and be part of a culture of safeguarding;
3. Operate at all times within the stated policies and practices of the school;
4. Establish effective working relationships and set a good example through presentation and personal and professional conduct;
5. Contribute to the life of the school through effective participation in meetings and management systems; e.g. playground duty, assembly, etc.
6. Take an active and positive role in own performance management;
7. Participate in appropriate INSET/professional development;
8. To communicate effectively with parents/carers, governors and external agencies;
9. Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.

LINE MANAGEMENT

Responsibility to and for:

- a) Responsible to the Headteacher & Phase Leader
- b) Responsible for the supervision of support staff/persons within/outside the classroom Conditions of Employment

The above responsibilities are in accordance with the requirements of the Teachers' Pay and Conditions Document and subsequent orders in terms of duties and working time, also any local agreements, Local Authority circulars and guidelines giving interpretations of teachers' conditions of service.

Review and Amendment

This job description is normally subject to annual review. It may be amended at the request of the Headteacher or post holder but only after full consultation with the job holder. It will be signed if agreement has been reached.

Signed _____ Teacher Date _____

Signed _____ Headteacher

Date _____