

Job Description

**Job Title: Teacher**

**Main Purpose of the Job:**

* To teach a class of pupils, ensuring that planning, preparation, recording,

assessment and reporting meet their varying learning and social needs.

* To maintain the positive ethos and core values of the school, both inside and outside

the classroom.

# To take specific responsibility and accountability for an agreed area on the school improvement plan.

**Responsible to:** Headteacher and the Leadership Team

**Part 1: Teaching**

Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are self-critical; forge positive professional relationships; and work with parents in the best interests of their pupils.

This job description is to be performed in accordance with the provisions of the School Teachers’ Pay and Conditions Document and within the range of teachers’ duties set out in that document.

A teacher must:

1. Set high expectations which inspire, motivate and challenge pupils;

a) Establish a safe and stimulating environment for pupils, rooted in mutual respect.

b) Set goals that stretch and challenge pupils of all backgrounds, abilities and dispositions.

c) Demonstrate consistently the positive attitudes, values and behaviour which are expected

of pupils.

d) Maintain good order and discipline amongst pupils, in accordance with the school's

behaviour policy.

2. Promote good progress and outcomes by pupils

a) Be accountable for pupils’ attainment, progress and outcomes

b) Plan teaching to build on pupils' capabilities and prior knowledge guide pupils to reflect

on the progress they have made and their emerging needs.

c) Demonstrate knowledge and understanding of how pupils learn and how this impacts on

teaching.

d) Encourage pupils to take a responsible and conscientious attitude to their own work and

study.

e) Be able to set clear targets, based on prior attainment, for pupils’ learning including

those with additional needs.

3. Demonstrate good subject and curriculum knowledge

a) Have a secure knowledge of the relevant subject(s) and curriculum areas, foster

and maintain pupils’ interest in the subject, and address misunderstandings.

b) Demonstrate a critical understanding of developments across the curriculum and

key stages in our school.

### Part 2: Leadership and management

* Support and implement the vision and ethos of the school
* Contribute to, implement and evaluate the success of School Development Plan relevant to your TLR area
* As appropriate contribute to the writing of self-evaluation and policy documents
* Be a proactive and effective member of the middle leadership team
* Be an effective role model for your team in terms of teaching, behaviour and classroom management

**Part 3: Other Duties**

The Class Teacher will:

* Implement agreed school policies and guidelines with special reference to

teaching and learning.

* Support initiatives decided by the Headteacher, staff and governors.
* Report to parents on the development, progress and attainment of pupils.
* Communicate and co-operate with specialists from outside agencies.
* Participate in Continuing Professional Development.
* Participate in the performance management system for the appraisal of their own performance.
* To develop and co-ordinate a subject throughout the school in line with the school improvement plan.

**Part 4: General Duties and Other Responsibilities:**

* To comply with all health and safety requirements for school and self through local authority and school advice and policies.
* To be aware of child protection issues and the need for confidentiality (need to know basis).

**Part 5: Conditions of Service**

You are employed exclusively in the capacity of a teacher, subject to and with the benefits of the conditions of employment set out in your letter of appointment. Within such conditions of employment the description of your post is as follows.

**We are fully committed to safeguarding and promoting the welfare of children, younger learners and vulnerable adults and we expect all staff and volunteers to share the same commitment. The above post will be subject to enhanced DBS checks, satisfactory references and will be exempt from the provisions of the Rehabilitation of Offenders Act 1974. Applicants can be disqualified by**

**association, from working with children under 8, if anyone in the household has committed certain offence**

The governors have adopted the LEA’s Grievance Procedure and it applies in relation to any dispute arising in connection with this job description and any amendments.

Where the postholder is disabled, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If, however, a certain task proves to be unachievable, job redesign will be fully considered.