

MEARE VILLAGE PRIMARY SCHOOL

JOB DESCRIPTION

CLASS TEACHER



Salary Scale Point: Main Pay Scale (MPS)

Hours:

Contract type:

Responsible to: Headteacher

Main Purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document.
- Meet the expectations set out in the Teachers' Standards.

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment.
- Adapt teaching to respond to the strengths and needs of the pupils.
- Set high expectations which inspire, motivate and challenge pupils.
- Promote good progress and outcomes by pupils.
- Demonstrate good subject and curriculum knowledge.
- Participate in arrangements for preparing pupils for external tests.
- To make appropriate educational provision for children with SEND, disadvantaged and vulnerable pupils with support from the SENDCo and the Vulnerable Pupil champion.
- To provide children with opportunities to manage their own learning and become independent learners.

Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision.
- Make a positive contribution to the wider life and ethos of the school.
- Work with others on curriculum and pupil development to secure co-ordinated outcomes.
- To lead, develop and monitor curriculum subject(s).
- Provide cover in the unforeseen circumstance that another teacher is unable to teach.

Health, safety and discipline

- Promote the safety and well-being of pupils working in partnership with parents/carers.

- Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment in line with the school's behaviour policy.

Professional development

- Take part in the school's appraisal procedures.
- Take an active part in professional development via collaborative study, attendance at INSET and reading to keep abreast of new developments, sharing experiences and expertise as required.
- Where appropriate, take part in the appraisal and professional development of others.

Communication

- Communicate effectively both orally and in writing with pupils, parents and carers including parental consultations and written reports.
- Communicate effectively orally and in writing with all governors, colleagues and other professionals.

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.
- Develop effective professional relationships with colleagues.
- Where appropriate provide support and mentoring to colleagues.

Personal and Professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside the school.
- Have proper and professional regard for the ethos, policies and practices of the school and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.

Management of staff and resources

- Direct and supervise support staff assigned to them and where appropriate other teachers.
- Deploy resources delegated to them.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

This job description may be amended at any time, according to the changing priorities of the school as identified within the school's strategic plan and in consultation with the post holder.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The post holder may be required to do other duties appropriate to the level of the role, as directed by the Head teacher or Senior Teacher.