



Sandy Lane Primary School

Sandy Lane, Bracknell, Berkshire, RG12 2JG

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Head Teacher: Gemma Jackson

"Taking Pride in our Achievements"

Job Description: Class / PPA Teacher

Job title:	Class Teacher
Grade:	Main Scale /Upper pay scale
Responsible to:	Designated Line Manager; Headteacher
Supervisory responsibility:	TBC

Key Outcomes of the Post

- Pupils make good or better progress through high quality and effective learning and teaching

Job Purpose

- To carry out the duties of a teacher as set out in the most recent School Teachers Pay and Conditions Document,
- To teach children in a designated class, or through PPA / cover responsibilities, a high quality and appropriate curriculum which meets the requirements of the National Curriculum or Foundation Stage Curriculum and **which ensures good or better progress for pupils**;
- To support the school's vision, values and aims;
- To support the school in safeguarding all pupils in our care.

Primary Responsibilities

- **Meet the expected standard of a qualified teacher as outlined in the TTA 'National Standards for Qualified Teacher Status'** and within the school's learning and teaching policy;
- Meet the expectations set out in the National Standards for Subject Leaders;
- Plan, monitor and evaluate effective and differentiated programmes of work, including homework;
- Assess, record and report on children's development, progress and attainment, setting clear targets which build on prior attainment.

<http://sandylaneps.tumblr.com>

Twitter: @SandyLaneHT

- Identify able pupils and those with additional educational needs, working with both the inclusion leader and parents to give positive and targeted support where needed;
- Develop ongoing positive relationships with parents and meet them formally a minimum of three times per year to share targets and review progress. (If the post holder does not have responsibility for a class, contribute as required to meetings with parents);
- Work effectively with support staff and other adults, deploying them where appropriate;
- Ensure high standards of behaviour and share the corporate responsibility for the well-being and discipline of **all** pupils, in line with school policy;
- Plan opportunities to contribute to pupil's spiritual, moral, social, emotional and cultural development;
- Maintain a well-organised, safe and tidy learning environment and provide a high standard of display both in the classroom/work area and around the school;
- Be a professional and positive role model in terms of personal presentation, timekeeping and behaviour;
- Attend to Health and Safety at all times;
- Have regard to equal opportunities and inclusion at all times;
- Establish effective professional relationships within the school, the community, the Local Authority and with other agencies where appropriate;
- Take responsibility for your own professional development, keeping up to date with current research and development;
- Undertake an equal share of playground duties and rota duties for school activities;
- Attend and contribute to Collective Worship / assemblies as requested by the head teacher;
- Organise a weekly act of Collective Worship for your class.
- Organise an annual visit with your class (or support a class teacher with this);
- Contribute to the broader life of the school in order to support the development of the school and pupils within it, for example by running a club or extra curricular activity, attending a performance or helping out at an SLSA Event;
- Promote the school in the local community;
- Attend professional development staff meetings as requested by the head teacher.