FORM TEACHER (RECEPTION – YEAR 6)

# **will:** -

* have high educational expectations for the pupils in his/her class
* be responsible for the overall wellbeing of the pupils in his/her class
* will be responsible for the registration of the pupils in their form
* comply and help others to comply with EYFS requirements (Reception only)
* plan with reference to the EYFS goals (Reception only)
* report to the Headteacher as regards the general progress and welfare of the pupils
* be responsible for assessments of pupils in the class and the writing of records / reports
* attend regular staff meetings and individual staff consultations as necessary
* be required to liaise with parents / carers as appropriate regarding the pupils’ welfare or academic life and progress
* coordinate displays of pupils’ work
* be responsible for the good order of the classroom and classroom resources
* undertake playground and lunchtime duties as necessary
* co-ordinate class outings as necessary
* attend parents’ meetings as necessary
* keep abreast of current thinking by attending courses and through reading matter etc so as to keep up-to-date with educational issues
* inform the Headteacher of maintenance needs within the classroom or surrounding areas
* be responsible, jointly with all the staff, for the good order of the Staffroom
* be responsible for the good order of their form’s cloakroom area.
* direct, support and guide any classroom assistant in class activities