**St Christopher’s Prep School, Hove**

**A Brighton College School**

**JOB DESCRIPTION**

**Job Title: Reception / Year 1 Class Teacher**

**Responsible to: Headmaster**

**Line Manager: Head of Pre-Prep**

**Mission Statement**

We are committed to providing a school which offers a first-class traditional academic education within a supportive family environment.

**All teachers support the School aims which are to help the pupils:**

* develop as individuals through moral and spiritual exploration
* learn the habits and rewards of hard work and careful study
* learn to take responsibility for their own actions and to consider the welfare of others
* enjoy discovering and developing their own talents and interests through different curricular and non-curricular activities
* appreciate the value of self-discipline and high standards
* be prepared in such a way as to enable them to gain places at Brighton College or the Senior School of their choice via either Common Entrance or scholarship examinations

**All teachers at St Christopher’s School Hove are required to:**

* Promote a learning environment where children are safe, happy and show consideration for others at all times so that they learn and achieve.
* Promote good behaviour at all times, implementing the school’s behaviour policy consistently and fairly.
* Plan, prepare and deliver a broad and balanced activity based curriculum. Assess children’s learning to celebrate achievements and inform future planning using relevant national and local guidelines from appropriate sources.
* Maintain appropriate records of attendance, progress, development and attainment in line with the school’s policy.
* Act professionally at all times, setting a good example to children through high standards of presentation and personal conduct whilst contributing positively to effective working relationships within the school.
* Set appropriate targets for children.
* Use all learning resources effectively (including ICT and additional adults).
* Promote the highest possible standards of teaching and learning which meet internal and external quality standards so that as many children as possible can become successful independent learners.
* Undertake playground and supervisory duties.
* Direct and support the work of teaching assistants.
* Create an atmosphere of trust and co-operation between home and school by working and communicating with parents/carers.
* Comply with the Health and Safety policy and undertake risk assessments as appropriate.

**As part of our school team you will be expected to:**

* Devise teaching strategies, which implement agreed school policies and schemes with particular reference to the following: Health & Safety, Child Protection, Equal Opportunities, Learning & Teaching, Assessment, Behaviour, SEN & Inclusion.
* Work collaboratively with others to identify and maximize the learning potential of all children, including those with SEN and those who are gifted and talented.
* Keep up to date with latest developments in the Early Years/Primary Curriculum and pedagogy. Evaluate teaching methods with a view to continual improvement.
* Provide end of term reports to parents and attend parent meetings as required.
* Contribute to the development of the school curriculum, teaching methods and their review.
* Support and contribute to the school’s responsibility for safeguarding children.
* Contribute to the formulation and implementation of the school improvement plan and associated action plans.
* Promote equal opportunities.
* Play a full part in the life of the school community and support its ethos.
* Comply with the duties and regulations of a school teacher as set out in the staff handbook
* Carry out any other reasonable tasks as directed by the EYFS Co-Ordinator, Pre-Prep Head or the Headmaster.

**To progress and further your career you will:**

* Participate in the school’s appraisal and performance management system.
* Actively pursue your own personal and professional development.

The postholder will undertake such other specific duties which may, from time to time, be reasonably assigned by the EYFS Co-Ordinator, Head of Pre-Prep or the Headmaster. Where such duties amount to more than a temporary adjustment to the main responsibilities of this job description, it will be amended accordingly. It will anyway be subject to periodic amendment whenever circumstances or appraisal processes dictate changes in the post holder’s role within the school. The school is committed to safeguarding and promoting the welfare of children.

Signed ……………………………………………………………….. Date ……………………………………..