**Job Description**

**Post:** Teacher **Date:** September 2017

**Accountable to:** Director of Primaries and Executive Headteacher

**Purpose:** To contribute to the school’s aims and policies by supporting and implementing departmental and whole school policies

**Working Time:** 195 days attendance (or as specified in individual contract)

**Main Accountabilities**

There may a subject co-ordination role.

**Based on Teachers’ Standards all teaching staff must**

**Uphold public trust in the profession by maintaining high standards of ethics and**

**behaviour, within and outside school by:**

* observing high standards of personal and professional behaviour
* understanding and always acting within, the statutory frameworks which set out their professional duties and responsibilities
* being a positive role model
* maintaining high standards in their own attendance and punctuality
* proper and professional regard for the ethos, policies and practices of the school
* understanding and acting within Beedon Primary’s policies and guidelines, including the School’s Code of Conduct and ICT policy
* having an up-to-date knowledge of relevant safeguarding legislation and guidance in relation to working with and the protection of children and young people. The post holder is responsible for ensuring that the school child protection policy is adhered to and concerns are raised in accordance with this policy.
* treating pupils with dignity, building relationships rooted in mutual respect and at all times observing proper boundaries appropriate to a teacher’s professional position. having regard to safeguard pupil’s well-being, in accordance with statutory provisions and health and safety
* ensuring that personal beliefs are not expressed in ways which exploit pupils’ vulnerability or might lead them to break the law

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| 1. **Set high expectations which inspire, motivate and challenge pupils by:**  * establishing a safe and stimulating environment for pupils rooted in mutual respect * setting goals that stretch and challenge pupils of all backgrounds, abilities and dispositions * demonstrating consistently the positive attitudes, values and behaviour which are expected of pupils * maintaining a well-managed classroom |
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| 1. **Promote good progress and outcomes for pupils by:**  * being accountable for pupil attainment, progress and outcomes * being aware of pupil's capabilities and their prior knowledge and plan teaching to build on these * guiding pupils to reflect on the progress they have made and their emerging needs * demonstrating knowledge and understanding of how pupils learn and how this impacts on teaching * encouraging pupils to take a responsible and conscientious attitude to their own work and study * providing appropriate and timely intervention to enable all pupils to make good progress in their lessons  1. **Demonstrate good subject and curriculum knowledge by:**  * assessing, recording and reporting on the development, progress and attainment of pupils. * having a secure knowledge of the relevant subject(s) and curriculum areas, fostering and maintaining pupils’ interest in the subject, and addressing misunderstandings * demonstrating a critical understanding of developments in the subject and curriculum areas and promoting the value of scholarship * demonstrating an understanding of and taking responsibility for promoting high standards of literacy, articulacy and the correct use of standard English, whatever the teacher’s specialist subject * if teaching early reading, demonstrating a clear understanding of systematic synthetic phonics * if teaching early mathematics, demonstrating a clear understanding of appropriate teaching strategies   .    1. **Plan and teach well structured lessons by:**  * imparting knowledge and developing understanding through effective use of lesson time * planning and preparing units of work and lessons in an effective manner * promoting a love of learning and pupil’s intellectual curiosity * set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding pupils have acquired in a regular and systematic way, providing feedback and marking * reflect systematically on the effectiveness of lessons and approaches to teaching * contribute to the design and provision of an engaging curriculum with the relevant subject area(s)  1. **Adapt teaching to respond to the strengths and needs of all students by:**  * knowing when and how to differentiate appropriately, using approaches which enable all pupils to learn effectively * by having a secure understanding of how a range of factors can inhibit pupil’s ability to learn, and how best to overcome them * by demonstrating an awareness of the physical, social and intellectual development of pupils and know how to adapt teaching to support pupil’s education at different stages of development * having a clear understanding of the needs of all pupils, including those with special educational needs  1. **Make accurate and productive use of assessment by:**  * knowing and understanding how to assess the relevant subject and curriculum areas, including statutory assessment requirements * making use of formative and summative assessment to secure pupil progress * using relevant data to monitor progress, set targets and plan subsequent lessons * giving pupils regular feedback, both orally and through accurate marking and encouraging pupils to respond to the feedback * participating in arrangements for preparing pupils for public tests and in assessing pupils for the purpose of such tests; recording and reporting such assessment and participation in arrangements for pupil’s presentation for tests  1. **Manage behaviour effectively to ensure a good and safe learning environment by:**  * having clear rules and routines for behaviour in classrooms and taking responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school’s behaviour policy * having high expectations of behaviour and establishing a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly * maintaining good relationships with pupils and exercising appropriate authority * managing classes effectively, using approaches which are appropriate to pupils’ needs in order to involve and motivate them  1. **Fulfil wider professional responsibilities by:**  * making a positive contribution to the wider life and ethos of the school by promoting and supporting pupils involved in extra-curricular activities, eg clubs, trips/visits etc * developing effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support * deploying support staff effectively * taking responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues * communicating effectively with parents with regard to pupils’ achievements and well-being * participating in meetings as appropriate, eg tutor meetings, staff meetings * attending whole school events, eg summer concert; open evenings etc * providing cover for absent colleagues according to the ‘Rarely Cover’ Policy * contributing to the PSHE and tutoring programmes as required   This job description is not exhaustive and all teachers are expected to fulfil any reasonable request made by the Headteacher, by members of the Senior Leadership Team or by others with the Headteacher’s delegated responsibility |