

FARLEIGH

SCHOOL

Job Description	Key Stage 2 Teacher
Responsible to:	Deputy Head (Academic)
Purpose of the job:	To deliver high quality lessons, which meet the needs of all children and develop each individual's enthusiasm and talent.
Particular Tasks & Responsibilities:	(a) Deliver excellence in the classroom through the delivery of inspirational lessons and innovative use of resources (b) Assist in the development and maintenance of the Departmental Handbook (c) Teach and implement the Medium Term Plans (d) Manage both informal and formal assessment to support pupil progress, assessing and recording effort and attainment (e) Liaise with the Head's of Year to keep them up to date with academic and pastoral issues (f) Report to parents at required times during the year through progress cards and written formal reports and attend all parent evenings and curriculum evenings as required (g) Teach across different age ranges and ability levels, supporting the preparation of pupils for 11+ entry, CE and scholarships to senior schools (h) Mark work thoroughly and regularly in accordance with the marking policy (i) Encourage good presentation of work ensuring that the presentation policy is being followed (j) Make contributions relating to the work of the Department to materials published about the School (k) Establish professional working relationships with colleagues and parents, communicating fully at all times (l) Promote and support the use of ICT within the subject keeping oneself computer literate through attendance of courses or inset training (m) Help in the setting, content and marking of examination papers (n) Provide appropriate work in cases of known absence from school (o) Liaise with Learning Support in order to meet the needs of all pupils including those with specific learning difficulties and the Gifted and Talented (p) Display work creatively and effectively in the classroom (q) Keep up to date with own current practice and development in the subject area, attending relevant courses and training (r) Play a full part in the everyday life of the School (s) Maintain a professional standard, adhering to statutory and school requirements for Health and Safety, Risk Assessment and Child Protection (t) Work to the direction of the Headmaster on any other matters relating directly to this role, which may from time to time occur
Annual Review:	This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties.
Safer Recruitment:	Farleigh School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. You will undertake your role and responsibilities in accordance with Farleigh School Child Protection Policy and Guidelines. The successful applicant will be required to have an enhanced DBS disclosure.