



# LIVINGSTONE ACADEMY BOURNEMOUTH

an Aspirations Academy

## Primary Teacher Job Description

This job description may be amended at any time following the discussion between the Principal and member of staff. It will be reviewed annually and is in line with expectations of the Department for Education Teacher Standards.

**Responsible to:** The Principal and Head of Key Stage as applicable

### Areas of responsibility and key tasks:

Plan teaching to achieve progression in student's learning through:

- Contributing to the development of creative, exciting, and challenging learning experiences and ensure a high level of interest that align to our LAB Key Stage Learning Objectives.
- Delivering and assessing the effectiveness of the learning experiences and performance-based tasks
- Identifying clear teaching and learning objectives and specifying how they will be taught and assessed
- Setting appropriate yet demanding expectations for students' learning, motivation and presentation of work
- Setting clear targets, building on prior knowledge and sound learning progressions
- Identifying the needs of individuals and groups within the class, taking note of individual education plans and our approach to personalised learning
- Making effective use of assessment information when planning lessons
- Planning opportunities to contribute to students' literacy and numeracy, and to their personal, moral, social and cultural development
- Making use of Teaching Assistant time as appropriate

Use modern, research informed teaching methods to:

- Structure information optimally, including outlining content and aims and summarising key points as the projects and learning experiences progress
- Instruct, demonstrate and give accurate, well-paced explanations using appropriate vocabulary
- Use effective questioning, listen carefully to students, give attention to error and misconceptions
- Ensure students acquire and consolidate knowledge, skills and understanding appropriate to the project taught by:
  - Making full use of our provided digital anchor resources and learning platforms to embed the use of technology in real ways.
  - Selecting and suggesting further resources, applications and technology that may enhance the learning experience
- Regularly and critically evaluate teaching and assessment to improve effectiveness

Manage the learning environment:

- Establish and maintain a safe environment and purposeful working atmosphere which supports learning and in which students feel secure and confident
- Set high expectations for students' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships
- Provide clear structures for projects/learning experiences whilst maintaining pace, motivation and challenge

Monitor, assess, record and report on teaching and learning:

- Analyse how well learning objectives have been achieved and use evidence to improve specific aspects of teaching

- Mark and monitor students' tasks and other work to set targets
- Assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving
- Prepare and present informative reports to parents

Participate in the moral, ethical and social development of young people:

- Be a trusted adult for a group of students
- Support, guide and care for your students whilst at school
- Form a positive relationship with all parents of your students and update them with information when required
- Contribute to assemblies and PSHE sessions as required
- Ensure the safety and well-being of all young people at LAB
- Follow all procedures and policies on safeguarding

Other professional requirements:

- Have a working knowledge of teachers' professional duties and legal abilities
- Operate within the stated policies and practices of the school
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct
- Endeavour to give every child the opportunity to reach their potential and meet high expectations
- Contribute to the life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school
- Take responsibility of their own professional development and duties in relation to school policies and practices
- Liaise effectively with parents and governors as necessary
- Carry out other duties as reasonably required, such as occasional cover.