Eslington Primary School

we aim high and learn together

Eslington Primary School

JOB DESCRIPTION

Post: **Teacher**
Responsibilities: **Class Teacher**
Curriculum Responsibilities: Subject: to be agreed

Payscale: **MPS/UPS + SEN 1**
Responsible to: **Head of School, Mrs Heather Stokes**

The appointment is subject to the current conditions of employment for class teachers contained in the School Teachers' Pay and Conditions Document and other current legislation. Teachers should also have due regard to the current Teacher Standards, whole school targets, and staff development layered objectives which will form part of the ongoing appraisals process within school. This job description may be amended at any time following discussion between the Head of School/Executive Headteacher and member of staff and will be reviewed annually.

Due to Eslington Primary being a split site school, the successful candidate may be expected to work at either the Hazel Road or Rose Street site.

Class Teacher

Areas of Responsibility and Key Tasks

A. Planning, teaching and classroom management:

- Ensure that the vision and values of the school are embedded through everyday practice.
- Plan and deliver exciting and engaging lessons, with clear learning intentions, which maintain pace, motivation and challenge.
- Aim for good to outstanding teaching.
- Have consistently high expectations of all pupils and set appropriate targets that build on prior learning and attainment.
- Use a variety of teaching methods to:
    1. Deepen thinking through relevant and incisive questioning.
    2. Role model learning opportunities.
    3. Impact positively on progress.
    4. Challenge expectations
    5. Engage all children in the learning process
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Identify pupils with any additional educational needs than those already identified in their EHC plan and ensure that all additional needs are effectively understood and met.
- Make effective use of assessment to plan and teach lessons with the right level of challenge.
- Monitor pupil's social, emotional, mental health and behavioural needs and intervene proactively to remove barriers to learning.
- Be a reflective and flexible practitioner who continually evaluates their own teaching to improve effectiveness.
- Set homework and plan other out-of-class activities as appropriate, to consolidate and extend the knowledge and understanding pupils have acquired.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English (whatever your specialist subject).
- Deploy and manage staff within the classroom setting to enhance the learning opportunities so that pupil's individual needs are most effectively met.

B. Monitoring, Assessment, Recording, Reporting:

- Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for all pupils, monitoring learners' progress and levels of attainment.
- Make accurate and productive use of assessment to secure pupils' progress and present this during progress meetings.
- Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress and take a responsible and conscientious attitude to their own work and independent study.

- Use relevant data to monitor progress, set targets, and plan subsequent lessons.
- Prepare and present informative reports to parents/carers in line with school policy.
- Adhere to the planning, evaluation, assessment and reporting expectations of the school.

C. Other Professional Requirements:

- Have a working knowledge of teachers' professional duties and legal liabilities.
- Understand and abide by the Teacher Standards and take on additional areas of responsibility as reflected by the pay scale and experience of the teacher.
- Have a thorough knowledge and understanding of the Safeguarding, Child Protection and Social Care procedures and implement when appropriate to do so.
- Ensure concerns re safeguarding are reported and recorded in line with school procedures within the expected timescale. Respond to safeguarding issues as directed by Head of School/Executive Headteacher.
- Operate at all times within the stated policies and practices of the school.
- Establish effective working relationships and set a good example through their presentation, personal and professional conduct.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the corporate life of the school through effective participation in meetings, management of subject areas and effective use of the policies and procedures necessary to ensure the smooth running of the school.
- Take responsibility for their own professional development and duties in relation to school policies and practices.
- Liaise effectively with parents/carers and governors.
- Take on any additional responsibilities which might from time to time be determined.

<u>Curriculum Responsibilities</u>

Areas of Responsibility and Key Tasks

A. Leadership and Management:

- In partnership with other members of the curriculum team, support the strategic direction and development of provision for pupils in an agreed curriculum area (applicable after NQT year) and under the direction of the Head of School and Executive Headteacher.

- Support the development and implementation of policies and practices which reflect the school's commitment to high achievement through effective teaching and learning.
- Have an enthusiasm for their curriculum or management area (applicable after NQT year) which motivates and supports other staff and encourages a shared understanding of the contribution that the subject can make to all aspects of pupils' lives.
- Provide leadership in the development of plans for the curriculum/ management area (applicable after NQT year) which identifies clear targets, time-scales and success criteria for its development in line with the school improvement plan.
- Establish and implement a variety of systems and processes which demonstrate an excellent understanding of the pupils' prior learning, their progress and achievements and the quality of teaching and learning in all areas of the curriculum.

B. Teaching & Learning:

- Display a developing and professional knowledge base together with the ability to identify the key implications for curriculum development.
- Use your own practice as an example of high-quality teaching and learning in all aspects of the curriculum.
- Ensure continuity and progression across the curriculum. Offer support and advice to colleagues in relation to teaching and learning strategies and the agreed scheme of work.
- Establish clear targets for achievement using National Curriculum objectives and evaluate progress as appropriate.
- Support other teachers in their professional development.
- Ensure that the Head of School/Executive Headteacher, members of the leadership team and governors, are well informed about policies, plans, priorities and targets for the area of the curriculum that they are responsible for (after NQT year if applicable) and that these are properly incorporated into the School Improvement Plan.

C. Effective Deployment of Resources:

- Be aware of and respond appropriately to any health and safety issues raised by materials, practice or accommodation related to the subjects.
- Take on any additional responsibilities which might from time to time be determined.

Signed _____ Date _____