



## Job Description

**Name**

**Job Title**

Teacher

### Relationships/Line Management

Responsible to:

- Head Teacher
- Deputy Headteacher

Responsible for:

- The pupils in your charge

Important relationships:

- Pupils and parents
- Other members of staff
- The Governing Body
- The Parent Staff Association

### Duties

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and the National Standards for Teachers which should be read in conjunction with this document.

### Teaching and Learning

- To plan, prepare and teach in accordance with the school's schemes of work, policies and in line with statutory duties
- To liaise with colleagues, including the Inclusion Manager and teaching assistants to ensure teaching of the highest quality
- To work collaboratively with staff to deliver units of work through enquiry based learning
- To demonstrate high expectations for all pupils and set targets which raise attainment
- To provide a learning environment which stimulates learning and creates an ethos for success
- To take an active role in leading a curriculum area
- To assess, monitor and record pupils progress and attainment
- To ensure assessment data is used to differentiate work and meet the needs of all pupils
- To mark and respond to pupils work, providing quality feedback, next steps and targets
- To provide on-going assessment reports to monitor pupil progress
- To report to parents and share expectations through workshops, coffee mornings and parents meetings
- To actively extend own professional learning and take a lead role in staff development through sharing expertise in team and staff meetings.

### Other Duties and Responsibilities

- Developing links with governors, parents, LEA and neighbouring schools
- Undertake any professional duties reasonably delegated by the Head Teacher

#### Safeguarding

The post holder will share the school's commitment to safeguard, and promote the welfare of, the children in our care. To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.

- To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the staff member's role.
- To ensure that the staff member's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.
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This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed.

