



Position: Teacher

Name:

Salary Grade:

Main Pay Scale 1-6

Line Manager:

Key Stage Leader

Responsible To:

Headteacher and the Governing Body

This job description may be amended at any appropriate time, following a period of consultation with the employee. It will be reviewed annually in conjunction with the appraisal process and planning for the next academic year.

Core Purpose of Post:

- To maintain and improve upon the already established high standards at the Academy and ensure that every child reaches their full potential in all areas of school life
- To provide a high quality educational experience for pupils
- To provide leadership and management for the following area(s)/subject(s):
 - Teaching in xxxxxx Class

Duties and Responsibilities (Teacher) – Specific:

General

The Teacher will:

- Carry out the duties of a school teacher as set out in the *School Teachers Pay and Conditions* document
- Continue to meet the criteria detailed in the *Department for Education's Teachers' Standards*

Knowledge and Understanding

The Teacher will:

- Have knowledge of and keep up-to-date with current curriculum and planning documents e.g. the *National Curriculum*
- Understand how pupils' learning is affected by their physical, intellectual, emotional and social development and understand the stages of child development
- Have knowledge and understanding of information technology and select and make good use of related skills in the classroom
- Be familiar with the Academy's current systems and structures as outlined in policy documents, including those related to health and safety and child protection
- Know and understand national, local and school data, including how this is used to set clear targets for pupils' achievement

Planning, Teaching and Classroom Management

The Teacher will:

- Plan, prepare and deliver the teaching programme for all pupils within the class, taking appropriate consideration of:
 - The *Statutory Framework for the Early Years Foundation Stage* or the *National Curriculum*
 - The *Religious Education Agreed Syllabus*
 - Guidance related to Personal, Social, Health and Citizenship Education
- When planning, have regard for the Academy's vision statement, policies and shared schemes of work
- Provide lessons and sequences of lessons that have clear and appropriate structure, which maintain pace, motivation and challenge
- Ensure highly effective teaching of whole classes, groups and individuals, establishing high expectations of

behaviour, attainment and progress

- Ensure that every child for whom s/he is responsible is able to reach their full potential in all areas of school life, including academically
- Ensure the use of clear learning objectives and learning outcomes to aid children's progress
- Use a variety of teaching and learning methods to keep all pupils engaged and address the range of children's learning styles
- Ensure that lessons are fully interactive and that children are encouraged regularly to use 'talk' to support their learning
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which pupils feel confident and able to learn
- Provide the children with a welcoming, well-organised and inspiring environment in which to learn
- Ensure that the needs of all identified groups and individual children are met fully, including those with special educational needs and those who are eligible for Pupil Premium funding, and take all necessary measures to close the gap between these identified groups/individuals and their peers
- Be familiar with the *Special Educational Needs and Disability Code of Practice* and identify, assess and support pupils with special educational needs and disabilities
- Evaluate own teaching critically to improve his/her effectiveness

Monitoring, Assessment, Recording, Reporting and Accountability

The Teacher will:

- Make effective use of assessment information about pupils' attainment and progress, including when planning future lessons
- Assess and record information about each pupil's attainment and progress systematically and in line with Academy policies and procedures
- Ensure that all class work and home work is marked; provide constructive feedback and set targets to support future progress
- Provide reports on the progress of individual pupils to the Headteacher and parents/carers as required.

Duties and Responsibilities – General:

The Teacher/Middle Leader will:

- *Establish and maintain professional and effective working relationships with children, parents/carers, colleagues and visitors to the Academy*
- *Work effectively with colleagues as part of a team, taking individual and collective responsibility for reinforcing and promoting a working environment free from discrimination, victimisation, harassment and bullying*
- *Adhere to all Academy policies and procedures related to equality and ensure that all stake holders are treated fairly and equally*
- *Participate as required in meetings and training with colleagues in respect of duties and responsibilities of the post*
- *Be aware of the need to take responsibility for their own professional development and play a full and active part in the appraisal process*
- *Adhere to the Academy's policies and procedures, including those related to health and safety, finance and the General Data Protection Regulation*
- *Be pro-active and professional with regards to all matters related to child protection, adhering to all school policies and procedures (including those related to e-safety and anti-radicalisation)*
- *Maintain confidentiality at all times in respect of school related matters and prevent disclosure of confidential and sensitive information*
- *Undertake any other duties of a similar level and responsibility as may be required by the Headteacher and/or other senior leaders*

Signed (Employee):

Signed (Headteacher):

Date:

Review Date: