



St Peter's C of E Junior School

Job Description

School: St Peter's C of E Junior School	Location: Thornhill Road, Littleover, Derby, DE23 6FZ
Job Title: 0.6 FTE Class Teacher	Salary Range: Teachers Main Pay Scale

The responsibilities of the post are to be performed in accordance with the provisions of the most up to date edition of the School Teachers' Pay and Conditions document and within the range of teachers' duties set out in that document.

Job Purpose

To carry out professional duties and to have responsibility for an assigned class.
To be responsible for the day-to-day work and management of the class and the safety and welfare of the pupils, during on-site and off-site activities.
To promote the aims and objectives of the school and maintain its philosophy of education.

Main Duties and Responsibilities

Teaching and Learning:

- To create and manage a caring, supportive, purposeful and stimulating environment which is conducive to children's learning and progress.
- To teach a broad based curriculum to the assigned class/classes that will ensure all children can achieve their full educational potential.
- To identify clear teaching objectives and learning outcomes, with appropriate challenge and expectations.
- To ensure effective use of support staff within the classroom, including volunteer helpers.
- To use the allocated PPA time effectively to raise standards of teaching and learning for all pupils.
- To set clear targets in line with the school marking and feedback policy.
- To know and employ a range of behaviour management techniques and strategies and adapt them as necessary to promote the independence of learners and safeguard their well-being.
- To plan opportunities to develop the social, emotional and cultural aspects of pupils' learning.
- To employ homework to consolidate and extend learning, where possible identifying other opportunities to extend learning through out of school contexts.
- To contribute to the identification of pupils with special educational needs, seeking the appropriate specialist support and advice in order to give positive and targeted support.

- To implement and keep records on multi-element plans (MEPs) and liaise effectively with outside agencies.
- To understand how children develop and know how to make effective personalised provision for pupils.
- To develop in pupils a positive attitude towards themselves and others and actively promote the school aims and objectives.

Monitoring, Assessment, Recording and Reporting:

- To be responsible for the process of identification, assessment, recording and reporting for the allocated group of pupils.
- To use reports and other sources of external information to provide learners with accurate and constructive feedback on their strengths, weaknesses and areas for development.
- To use a range of observations, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives and raise levels of attainment.
- To communicate effectively with parents and carers about attainment, objectives, progress and well-being, and encourage their participation in the communication process.
- To assess pupils' work systematically and use the results to inform future planning, teaching and curricular development.

Curriculum Knowledge and Understanding:

- To have a secure knowledge of the statutory framework for the National Curriculum and Age-Related Expectations.
- To have a good knowledge of any other statutory requirements related to pupil's education or welfare.
- To keep up to date with research and developments in pedagogy and curriculum content.
- To support the ongoing developments in reading, writing, speaking and listening, maths and computing skills, as well as the wider curriculum across the school.

Professional Standards and Developments:

- To maintain an up to date knowledge and understanding of the professional duties of teachers and the statutory framework within which they work.
- To contribute to the development, implementation and evaluation of policies and practice, including those designed to promote equality and opportunity and those policies which relate to Health and Safety.
- To establish a purposeful and safe learning environment which complies with current legal requirements, national policies and guidance on the safeguarding and well-being of children.
- To work as a team member and identify opportunities for working with colleagues, managing their work where appropriate and sharing the development of effective practice.
- To establish effective working relationships with outside agencies and colleagues within school, especially those who have specific responsibilities for learners with specific needs.
- To assist the promotion of the school aims and objectives in and around the school (in line with the school's behaviour policy) and set a good example in personal conduct and appearance.
- To participate in CPD and staff meetings as required.

Continuing Professional Development - Personal:

- In conjunction with the appraisal team leader, to evaluate performance and improve practice through appropriate professional development and relevant training and development opportunities.
- To take a creative and constructive response to innovation, coaching and mentoring, and adapt practice where benefits and improvements are identified.
- To review the effectiveness of teaching practice and the impact of feedback upon the progress of learners.
- To contribute to the professional development of colleagues.
- To undertake a range of CPD activities as required and maintain a personal portfolio of this.

Pastoral Duties:

- To know the current legal requirements, national policies and guidance on the safeguarding and the promotion of the well-being of children and young people.
- To monitor the social progress of pupils, including progress in PSHE lessons.
- To support the progress of pupils through the target setting process as applied to both academic and behavioural progress.

General:

- To participate in local and national initiatives.
- To participate in, and contribute to, staff meetings, INSET and CPD activities.
- To promote the ethos of the school.
- To act in accordance with school policies and procedures and relevant legislation, particularly in relation to safeguarding, behaviour management, confidentiality and health and safety.
- To carry out duties in compliance with the LA's Code of Conduct, including its Equal Opportunities policies.
- To undertake other duties commensurate with Teachers' Standards Career Stage Expectations.

An annual review of this job description and allocation of particular responsibilities will take place as part of the Teacher Appraisal Review.