BROAD HEATH PRIMARY SCHOOL

JOB DESCRIPTION FOR: MAIN SCALE TEACHER

1. **THE LOCAL AUTHORITY.**

You are required to carry out the duties of a school teacher as set out in paragraphs 33 - 36 inclusive of the Schoolteachers' Pay and Conditions Document, 1987 (and any subsequent amendments), a copy of which is retained by the Headteacher.

2. **THE SCHOOL.**

2.1. The school is committed to policies of ensuring equal opportunities for all pupils and staff regardless of race , gender or disability . Full details of this commitment are contained within the policy document - Equal Opportunities.

2.2. The school fully endorses the approach which seeks the active participation of parents in the life of the school.

2.3. Members of the teaching staff are committed to support the work of colleagues with responsibilities in other phase or curriculum areas to the overall benefit of the pupils. Staff are also expected to support other initiatives determined by the Head, after consultation with the staff, or which arise from Local Authority or National initiatives.

2.4. This job description will be reviewed at the end of the academic year in accordance with the needs of the school and its' pupils. In addition it my be reviewed at any time after consultation with you.

3.1. You are employed to teach pupils in the age range 4-11.

4.1. **The Post.**

As a class teacher you will be expected to prepare, deliver, review and evaluate all aspects of the curriculum which you deliver. This is to be undertaken in relation to School Policies, curriculum documentation and the School Improvement Plan.

4.2. As curriculum leader for TBA you will be responsible for:-

- Monitoring the standards and attainment of pupils in your area of responsibility, (lesson observations, book trawls planning reviews etc.,) report your findings to the Headteacher/Line Managers
- Doing various pupil interviews and reporting to the Head
- Track the progress of pupil attainment in your subject.
- Monitor the standards of teaching in your area of responsibility and report your conclusions to the Headteacher each term via a TERMLY REPORT
- Liaise with and support other curriculum Leaders.
- Leading the development of appropriate schemes of work in your subject throughout the school, with specific reference to the National Curriculum.
- Advising and assisting in the delivery and implementation of such schemes.
- Advising and assisting in the continuity and appropriate enhancement and development of pupil experiences. Eg trips/Outside Speakers

- Monitoring and assessing the effectiveness of your subject, as a discrete subject and within Topic/Project work.
- Reviewing the appropriateness and effectiveness of school policy in your subject, and when required, leading the staff in change.

4.3. To enable you to fulfil these duties you will also :-

- assist in the delivery of in-service training by leading and participating in staff workshops and discussions.
- encourage colleagues to attend appropriate in-service courses.
- have control of the budget delegated to your subject/report successes and outcomes to Governors
- at appropriate times explain the policy and practice of the school to parents, Governors, etc.
- liaise with other schools when requested especially the Aspire Network.
- Support colleagues by working alongside them, within the constraints of the budget.
- Observe lessons in your subject, within the constraints of the budget.
- Undertake book trawls and other quality checks.

4.4 Which will support you to:-

- establish the basis for developing and reviewing policy in school,
- support teachers in assessing your subject, from time to time, evaluate new strategies and materials for the teaching of your subject,
- review and revise curriculum guide-lines on your subject,
- participate in relevant phase meetings,
- review appropriate record and reporting systems in your subject,
- assess your subject's resource needs.

4.5 In undertaking the roles of class/ subject teacher and curriculum team member the following need to be addressed :

- standards of learning and teaching in your subject across the school
- differentiation and progression
- relevance and enjoyment
- breadth and balance
- coherence
- planning and organisation (including both pastoral and curriculum roles)
- evaluation both of the delivery and the effectiveness of Schemes of Work
- recording, reporting and assessment in your subject.

5.1 **<u>Other Duties</u>**

Every member of staff is responsible for the safeguarding/promoting the welfare of children.

You are required to carry out such other duties as the Head Teacher may reasonably direct from time to time.

5.2 This job description may be amended after discussion.

Teacher .....

Headteacher..... Date .....