

# JOB DESCRIPTION

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| **SCHOOL: Broadoak Primary School** | | |  | |
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| **JOB DETAILS:** | |  | | |
| **Job Title:** | | Class Teacher | | |
| **Grade:** | | Main Pay Scale | | |
| **Directly responsible to:** | | The Headteacher and the Governing Body of the school. | | |
| **Directly responsible for:** | | Class Teaching | | |
| **Hours of Duty:** | | 1265 hours per year | | |
| ***The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*** | | | | |
| **Primary purpose of the job:** | | | | |
| To promote high quality teaching, effective use of resources and the highest standards of learning and achievement in accordance with the National Professional Standards and the school aims and ethos as detailed in the School Vision Statement and the School Teacher’s Pay and Conditions Document | | | | |
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| **Main Duties and Responsibilities/Accountabilities:** | | | | |
|  | **Teaching:** | | | |
|  | Our teachers must:  **1. Set high expectations which inspire, motivate and challenge pupils** | | | |
|  | * Establish a safe and stimulating environment for pupils * Set targets and learning opportunities that challenge and engage all pupils * Demonstrate consistently the positive attitudes, values and behaviour which are expected   **2. Promote excellent progress and outcomes of pupils**   * Be accountable for pupils’ attainment, progress and outcomes * Be aware of pupils’ capabilities and their prior knowledge, and plan and teaching to build on these * Guide pupils to reflect on the progress they have made and become aware of their next steps * Demonstrate knowledge and understanding of how pupils learn and how this impacts on teaching * Encourage pupils to take a responsible and positive attitude in their own work   **3. Demonstrate good subject and curriculum knowledge**   * Have a secure knowledge of relevant subjects and curriculum areas, foster and maintain pupils’ interest and address misconceptions * Demonstrate an understanding of and take responsibility promoting high standards of English, articulacy and correct use of standard English * If teaching early reading, demonstrate a clear understanding of phonics teaching * If teaching early mathematics, demonstrate a clear understanding of appropriate teaching strategies   **4. Plan and teach well-structured lessons**   * Impart knowledge and develop understanding through effective use of lesson time * Promote a life-long love of learning * Know when to differentiate appropriately, using approaches which enable all pupils to be taught effectively * Have a secure understanding of factors that can inhibit a child’s learning and how these can be overcome * Set homework and plan other out-of-class activities to consolidate and extend the knowledge and understanding of pupils * Contribute to the design and provision of an engaging curriculum   **5. Make accurate and productive use of assessment**   * Know and understand how to assess the relevant subject and curriculum areas, including statutory assessment requirements * Make use of formative and summative assessment to secure progress * Use relevant data to monitor progress, set targets and inform future lessons * Give pupils regular feedback, both verbally and through accurate marking, and encourage pupils to respond to feedback | | | |
|  | **6. Manage behaviour effectively to ensure a good and safe learning environment** | | | |
|  | * Maintain good relationships with pupils * Have clear rules and routines for behaviour in classrooms, and take responsibility for promoting good and courteous behaviour both in classrooms and around the school, in accordance with the school’s behaviour policy * Have high expectations of behaviour, and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly * Manage classes effectively, using approaches which are appropriate to pupils’ needs to involve and motivate them   **7. Fulfil wider professional opportunities** | | | |
|  | * To make a positive contribution to the wider life and ethos of the school * To establish constructive working relationships among staff with whom you work, through team working relations and mutual support; evaluating practice and developing an acceptance of accountability * To take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues | | | |
|  | * To deploy support staff effectively * To communicate effectively with parents with regards to pupils’ achievements and well-being | | | |
| **Review Arrangements:** | | | | |
| The details contained in this Job Description reflect the content of the job at the date it was prepared. It should be remembered, however, that it is inevitable that over time, the nature of individual jobs will change, existing duties may no longer be required and other duties may be gained without changing the general nature of the duties or the level of responsibility entailed. Consequently, the council will expect to revise this Job Description from time to time and will consult with the postholder at the appropriate time. | | | | |

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| **Date Job Description prepared/revised:** |  |
| **Prepared by:** |  |
| **Agreed by Postholder** |  |