

# Wheelock Primary School

## JOB DESCRIPTION

<b>JOB TITLE</b>	Teacher	<b>GRADE</b>	Main Pay Scale
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### BASIC JOB PURPOSE

- To carry out the duties and responsibilities of a class teacher.

### MAIN RESPONSIBILITIES

	<i>Main Role</i>
<b>1</b>	Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
<b>2</b>	Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
<b>3</b>	Adapt teaching to respond to the strengths and needs of pupils
<b>4</b>	Set high expectations which inspire, motivate and challenge pupils
<b>5</b>	Promote good progress and outcomes by pupils
<b>6</b>	Demonstrate good subject and National curriculum knowledge
<b>7</b>	Participate in arrangements for preparing pupils for external tests
<b>8</b>	Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, to support the school's values and vision
<b>9</b>	Make a positive contribution to the wider life and ethos of the school
<b>10</b>	Work with others on curriculum and pupil development to secure co-ordinated outcomes
<b>11</b>	Provide cover, in the unforeseen circumstance that another teacher is unable to teach
<b>12</b>	Promote the safety and wellbeing of pupils
<b>13</b>	Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment
<b>14</b>	Take part in the school's appraisal procedures
<b>15</b>	Take part in further training and development in order to improve own teaching
<b>16</b>	Where appropriate, take part in the appraisal and professional development of others
<b>17</b>	Communicate effectively with pupils, parents and carers

	<i>General Duties</i>
<b>1</b>	Support the main aims and policies of the school and Trust
<b>2</b>	Assist in maintaining the ethos and promoting the values of the school and Trust
<b>3</b>	Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
<b>4</b>	Understand and act within the statutory frameworks setting out their professional duties and responsibilities
<b>5</b>	Collaborate and work with colleagues and other relevant professionals within and beyond the school
<b>6</b>	Develop effective professional relationships with colleagues

<b>7</b>	Deploy resources delegated to them
<b>8</b>	Fulfil the school/national performance management requirements
<b>9</b>	Contribute to the wider life of the school and Trust, including by being visible around the academy and participating in duties, extra-curricular activities and other events.

The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Notwithstanding the detail in this job description, the jobholder will undertake such work as may be determined as necessary by the Trust.