

JOB DESCRIPTION

Name:

School: Deeping St James Community Primary School

Title of Post: Classroom Teacher

Salary grade: MS

Responsible to: Headteacher

Duties:

To complement this job description, the post holder will be required to carry out such duties as set out in the current School Teacher's Pay and Conditions Document.

Purpose of the job:

To ensure that the children are provided with the best possible education and that colleagues are supported in their roles within the school.

Areas of responsibility and keys tasks as classroom teacher:

A. Planning, Teaching and Class Management, to:

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- identifying clear teaching objectives and specifying how they will be taught and assessed
- setting tasks which challenge pupils and ensure high levels of interest
- setting appropriate and demanding expectations
- setting clear targets, building on prior attainment
- identifying SEN or very able pupils
- providing clear structures for lessons maintaining pace, motivation and challenge
- making effective use of assessment and ensure coverage of programmes of study
- ensuring effective teaching and best use of available time
- monitoring and intervening to ensure sound learning and discipline and to ensure the pastoral care of the children in the class.
- use a variety of teaching methods, including adoptive teaching to:
 - i. match approach to content, structure information, present a set of key ideas and use appropriate vocabulary

- ii. use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through library, ICT and other resources
- ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
 - evaluate their own teaching critically to improve effectiveness

B. Monitoring, Assessment, Recording, Reporting – to:

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- mark and monitor pupils' work and set targets for progress, in accordance with the school's marking policy.
- assess and record pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- prepare and present informative reports to parents

C. Other Professional Requirements – to:

- have a working knowledge of teachers' professional duties and legal liabilities
- Lead on a named subject in school from EYFS to Y6
- operate at all times within the stated policies and practices of the school
- establish effective working relationships and set a good example through their presentation and personal and professional conduct
- endeavour to give every child the opportunity to reach their potential and meet high expectations
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school
- take responsibility for their own professional development and duties in relation to school policies and practices
- liaise effectively with parents and governors
- take on any additional responsibilities which might from time to time be determined

Areas of responsibility and keys tasks as part of Curriculum Groups:

- To use your own class as an example of high quality teaching and learning in the subject(s) for which you are responsible.

- To develop and implement policies and practices relevant to your leadership area(s) and to have an enthusiasm for the subject which motivates, supports and develops other staff.
- To use relevant school, local and national data to inform the setting of clear targets, time-scales and success criteria for the subject's development and/or maintenance in line with the school development plan.
- To monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work, plans and outcomes and using appropriate assessment systems to improve further the quality of teaching.
- To ensure that teachers are aware of the implications of equality of opportunity which the subject raises.
- To ensure that the headteacher and Governors are well informed about policies, plans, priorities and targets for the subject, and that these are properly incorporated into the School Development Plan.
- To support the headteacher by maintaining efficient and effective management and organisation of learning resources, by developing or identifying new resources including ICT applications to the subject.
- To be aware of and respond appropriately to any health and safety issues raised by materials, practice or accommodation related to the subject.