

**Job Description**

**Purpose of the Post:**

* The postholder has a teaching commitment in Key Stage 2. The postholder will contribute to the School Improvement Plan, strongly supporting the Catholic ethos, aims and vision of the school.
* Fulfil the professional responsibilities of a teacher, as set out in the School Teachers’ Pay and Conditions Document.
* Meet the expectations set out in the Teachers’ Standards

**Principle duties and responsibilities:**

Teaching

* Plan and teach well-structured lessons to assigned classes, following the school’s plans, curriculum and schemes of work.
* Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment.
* Adapt teaching to respond to the strengths and needs of pupils.
* Set high expectations which inspire, motivate and challenge pupils.
* Promote good progress and outcomes by pupils.
* Demonstrate good subject and curriculum knowledge.
* Participate in arrangements for preparing pupils for external tests.
* To help promote and safeguard the welfare of children following school policies and procedures at all times.
* To play a full part in the life of the school community, supporting the catholic ethos of the school, encouraging staff, parents and pupils to do likewise.
* To provide a warm, welcoming and stimulating and well organised classroom environment in line with expectations.
* To hold high expectations of every child and to promote a positive atmosphere of trust and care as part of the school’s social and pastoral system.
* To plan, prepare and deliver work which meets the needs of all pupils, according to agreed school policies as laid down by the Headteacher, Governing Body, DfE Guidelines and National Curriculum documents.
* To use the agreed school policies for both long term and short-term planning, and to plan effectively with the relevant planning team.
* To monitor and assess pupil progress and achievement, ensuring appropriate records have been kept, and use data to inform individual pupil, class and year group targets, lesson planning and preparation of differentiated work, which meets the needs and potential of all pupils.
* To be responsible for general behaviour and Health and Safety for children in your care and throughout the school.
* To contribute to the effective deployment of support staff and resources within the class.
* To mark pupils, work in accordance with school policy.
* To bring to the attention of the SENDCo or member of the Senior Leadership Team any matter relating to the special/support needs of a pupil or family.
* To participate in the school’s performance management process.
* To be prepared to contribute personal expertise and experience to the professional development of colleagues.
* To take a full part in staff meetings, both organisational and curricular in nature
* To participate in relevant in-service courses to assist professional development and to meet the needs of the school.
* To take responsibility for a particular curriculum area. (M2-UPS)
* To undertake such other duties which may be reasonably regarded as within the duties/ responsibilities of the post.
* To comply with the professional duties under which individual teachers are employed as set out in the “School Teachers’ Pay and Conditions Document.”

**Whole-school organisation, strategy and development**

* To foster and promote the schools nurture principles.
* Contribute to the development, implementation and evaluation of the school’s policies, practices and procedures, so as to support the school’s vision and values.
* Make a positive contribution to the wider life and ethos of the school.
* Work with others on curriculum and pupil development to secure coordinated outcomes.
* Provide cover across the school, in the unforeseen circumstance that another teacher is unable to teach.

**Terms of Appointment**

This appointment is with the governors of the school under the terms of the Catholic Education Service contract signed with the governors as employers.

The appointment is subject to the current conditions of employment of teachers contained in the School Teachers Pay and Conditions Document, the Education Reform Act 1988, other current educational and employment legislation and the school’s articles of Government. In carrying out his/her duties the teacher shall consult where appropriate with the governing body, Diocese, Local Education Authority, staff of the school, parents of its pupils and the parish served.

The teacher should endeavour to maintain and develop the Roman Catholic character of the school in accordance with the directions given by the governors and subject thereto the direction of the Head Teacher.