

Job Description

<u>Job Title:</u> Teacher	Huntcliff School
<u>Grade:</u> Mainscale	
<u>Duties</u> The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.	
<u>Teaching and Learning:-</u> 1. Carry out teaching duties in accordance with the schools planned curriculum and National Curriculum. 2. Liaise with colleagues to deliver areas of work in a collaborative way. 3. Work with teaching assistants and the SENDCO. 4. Set targets for pupil attainment levels. 5. Ensure planned teaching and learning experiences take specific account of the more able and special needs child.	
<u>Assessing and Reporting:-</u> 1. Maintain records of pupil progress. 2. Maintain lesson evaluations. 3. Provide written and verbal feedback on work/learning including the reviewing and setting of targets. 4. Provide assessment reports to monitor pupil progress. 5. Provide an annual report to parents detailing each child's attainment and achievement. 6. Provide/contribute to reports responding to requests from outside agencies. 7. Liaise with parents and attend consultation meetings. 8. Work within the code of practice relating to Special Educational Needs.	

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Management:

1. Contribute to the development of the taught curriculum.
2. Contribute to staff development activities.
3. Oversee and monitor the duties of any non-teaching staff working within the classroom.
4. Oversee and monitor the duties/activity of any student/work experience placements contributing to the completion of any student profiles.

Standards and Quality Assurance:

1. Support the aims and ethos of the school as detailed in the School Improvement Plan.
2. Set a good example in terms of dress, punctuality and attendance.
3. Attend and participate in open evenings.
4. Participate in staff training.
5. Attend team and staff meetings.
6. Develop and promote in school links promoting continuity and progression of points of transfer.
7. Contribute to the development of links with Trustees, the LA, neighbouring schools and other support agencies.