



Each teacher is required to carry out the duties of a school teacher as set out in the School Teacher's Pay and Conditions Document 2001 and having regard to the National Standards for Teachers

Main Duties and Responsibilities

1. Teaching

To undertake responsibility for teaching a class including the organisation, planning, differentiation and implementation of the curriculum within the requirements of school policies and the schools aims and objectives, the Early Years Foundation Stage Guidance and the National Curriculum.

To show a commitment to high standards of achievement, make assessments, keep records and report on individual children's progress and achievement in accordance with school policies.

To show an awareness and understanding of the specific needs of all children in the class.

To maintain high expectations of behaviour, attendance and punctuality from all children.

To share responsibility for children's well-being, to inform the Head Teacher of any concerns regarding the children and to advise the Head Teacher of the children's learning and development.

To maintain an attractive, stimulating and interactive learning environment within the classroom and to share in the responsibility for communal areas, making full use of the School's and Borough resources.

To ensure the health and safety of the children.

To ensure equal opportunities for all.

2. Curriculum

To be fully informed and up to date with Educational thought and practice, also Borough and School Policies, paying particular regard to the Implementation of the Early Years Foundation Stage and the National Curriculum at Key Stage 2.

To ensure all children have equal access to a broad and balanced curriculum.

To develop and foster classroom practice which values and enhances multi-lingualism throughout the curriculum and effectively meets the needs of multi-lingual pupils.

To provide information concerning children with Special Educational Needs, liaise with SENCO and/or support agencies, when required and devise Individual Education Plans, giving due regard to the SEN Code of Practice where applicable.

To contribute to the development and review of school policies and aims.

3. Responsibilities

To supervise the work of classroom support staff and work with colleagues within a Year Group Team.

To communicate and liaise with parents and carers and relevant agencies on children's learning and progress.

To participate in open days/evenings and consultations with parents and carers

To attend staff meetings, Inset activities and work in conjunction with other staff (to a minimum of 1265 hours per year)

To assist the school by taking an area of responsibility within the school as agreed with the Headteacher and Senior Management, depending on the strengths/interests of the teacher and the present needs of the school. (Unless a Newly Qualified Teacher)

To review and evaluate practice and participate in arrangements for appraisal, training and professional development.

To change area of responsibility as the needs of the school change provided the change is agreeable to both the teacher and the Headteacher.