

Job Description

Barton St Peter's Church of England Primary School

Overall Purpose and responsibilities:

1. You are required to carry out the professional duties of a schoolteacher as set out in the School Teachers Pay and Conditions document or the pay and conditions policy adopted by the school.
2. To be responsible for the education and welfare of a class of pupils in the age range 4+ to 11 to the high standard expected by the Headteacher, Governors and the community served by the school. In accordance with the requirements of the Conditions of Employment of School Teachers, having due regard to the requirements of the National Curriculum, the school's aims, objectives and schemes of work and any policies of the Governing Body.

Teaching & Learning:

1. Teach a broad based curriculum to the assigned class or classes to facilitate the acquisition of knowledge/skills and to promote enjoyment in learning.
2. Direct the use of any support staff or class helpers. This does not imply any line manager responsibilities but facilitates the best deployment of human resources.
3. Use the allocated PPA time to plan effective lessons which have clear teaching aims, objectives, success criteria and lesson content and appropriately structured subject matter that matches the needs of the pupils. Lesson time and resources should be used effectively.
4. Have high expectations of the pupils' behaviour, academic and social abilities, and set clear targets that are both realistic, measurable and which build upon prior knowledge or attainment.
5. Establish and maintain a high standard of discipline by the use of praise, rewards and sanctions in line with school policy and thereby create an environment in which pupils feel safe, secure and confident.
6. Employ homework to consolidate and extend learning in line with school policy.
7. Use a variety of differentiated teaching methods which incorporate effective questioning and response, whole class, small group and individual teaching for all pupils i.e. special needs, more able, disabled etc in line with school policy.
8. Contribute to the identification of pupils with special educational needs, seeking the appropriate specialist support and advice, so as to give positive and targeted support.
9. Implement and keep records on Individual Education Plans (IEPs).
10. Encourage all pupils to reach their true potential and eventually become independent learners who value learning with and from others, i.e. have a positive attitude to life-long learning.

Monitoring, Assessment, Recording, Reporting

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the pupils in their charge.
2. Implement statutory assessment and reporting procedures, prepare and present informative, helpful and accurate reports to parents including the writing and collation of high quality annual reports to parents/carers.
3. Discuss pupils' progress and welfare with parents/carers - both formally, e.g. at parent's evenings and also informally at other times.
4. Contribute towards the implementation of IEPs as detailed in the current Code of Practice, particularly the planning and recording of appropriate targets, actions and outcomes.
5. Assess pupils' work systematically and use the results to inform future planning, teaching and curricular development, giving pupils both oral and written feedback.
6. Prepare pupils for end of year and statutory assessments.

Curricular Knowledge & Understanding

1. Maintain a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study, level descriptors and specifications for all relevant areas of the Curriculum.
2. Maintain a good knowledge of any other statutory requirements related to the pupils' education or welfare.
3. Keep up to date with research and developments in pedagogy and curriculum content.
4. Maintain and increase subject knowledge appropriate to the year group to deal effectively with subject-related questions raised by pupils and have the ability to challenge the more able.

Professional Standards & Development

1. Attend and participate in additional afterschool events and pupils' performances.

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2. Be aware of the role and functions of the Governing body.
3. Set a good example, not only to the pupils they teach, but also to all other pupils in the School, in their appearance and their personal conduct.
4. Be able to establish effective working relationships with other professional colleagues and the community not only those within the School, but also those from outside agencies concerned with pupils' education and welfare
5. Contribute to the development of the School Curriculum in line with the School's Development plan.
6. Maintain good discipline in and around the School.
7. Adhere to the school confidentiality policy when dealing with pupils, teachers, parents and outside agencies.

Health and Safety

1. Undergo Basic First Aid training and update courses.
2. To be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.

Continuing Professional Development

1. Take responsibility for personal professional development.
2. Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.
3. Contribute to the professional development of colleagues.

Support and Guidance,

1. Consider the pupils' welfare as paramount, implement and take action in accordance with safeguarding policy and the responsibility 'in loco parentis'.
2. Monitor the social progress of pupils, including the progress in PSHE lessons.
3. Use a counselling approach to help pupils explore thoughts, feeling and solutions to problems.
4. Recognise and meet the needs for specific groups of pupils by implementing appropriate emotional support groups in order to minimise impact and to enable the pupils to effectively learn in school

To carry out particular duties as the Headteacher may reasonably direct from time to time.

Approved by Governors and staff