

Greystones Primary School



JOB DESCRIPTION

<u>Title Of Post:</u>	Class Teacher, standard scale
<u>Salary Scale/Spinal Point:</u>	Main Scale M1-M6
<u>Responsible To:</u>	The Headteacher
<u>Purpose of Job:</u>	To teach primary age children in accordance with the requirements with the school at any such time. Liaison with KS1 and KS2 colleagues as required.
<u>Employment Duties:</u>	All teachers will be expected to fulfill the requirements of the DFE as set out in the most recent 'School Teacher's Pay and Conditions Document'.

Particular Responsibilities:

1. Create a caring atmosphere in which effort and achievement are rewarded but where it is safe to fail.
2. Create a challenging environment in which learning takes place.
3. Organise classroom resources in such a way that encourage self-reliance and independence on the part of the child.
4. Provide mainly first hand experiences as a stimulus for learning.
5. Provide a variety of practical tasks to reinforce development and encourage understanding.
6. Ensure that all children receive the broad, balanced experience to which they are entitled within the remit of the National Curriculum and relevant strategies.
7. Plan topics, tasks and experiences, including visits outside school, to take account of the individual needs, aptitudes and abilities of all the children.
8. Produce written evidence of short and long term curriculum planning.
9. Gather evidence and record the development and progress of each child.
10. Promote and develop good relationships with parents and other agencies.
11. Provide equality and opportunity for all children.
12. Keep up to date by attending courses, in-service days and reading relevant materials.
13. Take shared responsibility by promoting good behaviour throughout school.
14. Register the attendance of pupils in accordance to DFE and L.A. regulations.
15. Supervise support staff and parents when helping in your classroom.
16. Use wisely any capitation allowance or school fund money when purchasing items for school use.
17. Inform the Headteacher of new items you would like to introduce into school.
18. Accept responsibility for curriculum areas negotiated between yourself and the Headteacher.
19. To carry out duties in accordance with the Health and Safety at Work Act, adopting safe working practices, in accordance with the Council's Safety Policy.

Performance Management:

Targets to be set & reviewed annually – see separate sheet. Identifying strengths and areas for further development. Objectives/targets in line with Performance Management Policy, DFE

regulations, School Pay Policy.

Further Statement:

The job description and allocation of particular responsibilities may be amended from time to time through negotiation with the line manager.