



Job description for Teachers other than Headteachers

School: Jesse Gray Primary School

Name of Postholder: TBC

Job title: Foundation Stage Lead

Pay Scale: UPS +TLR

Job purpose: To carry out the professional duties of a teacher (children aged 4-11 |)

Post(s) Responsible to: Head teacher

Date: SEPT 2026

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CORE REQUIREMENTS OF THE POST:

- *As a Teacher with Teaching and Learning Responsibilities* you shall carry out the professional duties of a school teacher as circumstances may reasonably require as provided for under the relevant sections of the School Teachers' Pay and Conditions Document, a copy of which can be found at www.education.gov.uk
- Should circumstances arise which require this job description to be reviewed and amended, any changes will be discussed with you in the first instance. Should a disagreement arise, you will be afforded the opportunity of a meeting to resolve the matter with your Head Teacher who may involve officers of the Education Department as appropriate. You may be accompanied at this meeting by a representative of your Trade Union if you so wish.
- In addition to the duties specified within the section "Particular Responsibilities", you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific cases. This job description does not form part of the Contract of Employment.
- You are required to carry out your duties in line with the stated ethos and principles of the school and in line with your responsibility for promoting and safe guarding the welfare of children and young persons for whom you are responsible or come into contact with. You must your fulfil health & safety and safeguarding duties by following

the school's procedures, including the employee code of conduct, teacher standards, child protection policy and any other policy deemed relevant to your role.

PARTICULAR RESPONSIBILITIES:

- i) The post requires you to:-
- teach pupils within the age range 4-11 in accordance with the professional duties of a teacher.
 - take an equitable share of whole school curriculum care and management responsibilities.
 - carry out your duties in line with the key tasks and management procedures of the school.

ii) ***(Where applicable i.e. for teachers undertaking additional leadership / teaching and learning responsibilities)***

The following duties and responsibilities are required of you over and above those common to the majority of teachers in the school namely:-

Leading and managing staff

Leading, managing and developing teaching and / or pupil development

Strategic management and development

Details of these additional responsibilities are shown in Annex B

Issued by:

Received by:

Head Teacher

Post Holder