

Job Description – KS2 Teacher

Name of post holder:

POST: Class Teacher

PAY RANGE: Main Scale

JOB PURPOSE

To carry out the professional duties of a teacher as required by the school in agreement with the most recent version of the School Teachers' Pay and Conditions Document and in accordance with the school's policies under the direction of the Head teacher.

RELATIONSHIPS

The post holder is responsible to the Head Teacher for his/her teaching duties and responsibilities and for teaching tasks and (if relevant) for the supervision of the work of a teaching assistant.

AREAS OF RESPONSIBILITY AND KEY TASKS

Planning, Teaching and Class Management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- ❖ identifying clear teaching objectives and specifying how they will be taught and assessed
- ❖ setting tasks which challenge pupils and ensure high levels of interest
- ❖ setting appropriate and demanding expectations
- ❖ setting clear targets, building on prior attainment
- ❖ identifying children with additional or different needs
- ❖ providing clear structures for lessons maintaining pace, motivation and challenge
- ❖ making effective use of assessment and ensure coverage of programmes of study
- ❖ ensuring effective teaching and best use of available time
- ❖ maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
- ❖ using a variety of teaching methods to:
 - match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - use effective questioning, listen carefully to pupils, give attention to errors and misconceptions select appropriate learning resources and develop study skills through a range of sources
 - ensuring pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- ❖ evaluating own teaching critically to improve effectiveness
- ❖ ensuring the effective and efficient deployment of classroom support
- ❖ taking account of pupils' needs by providing structured learning
- ❖ providing opportunities which develop the areas of learning identified in national and local policies
- ❖ encouraging pupils to think and talk about their learning, develop self-regulation and independence, concentrate and persevere, and listen attentively
- ❖ using a variety of teaching strategies which involve planned adult intervention, first-hand experience and play and talk as a vehicle for learning

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MONITORING, ASSESSMENT, RECORDING AND REPORTING

In accordance with school policies:

- ❖ assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- ❖ mark and monitor pupils' work and set targets for progress
- ❖ assess and record pupils' progress systematically and keep records
- ❖ check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving
- ❖ undertake assessment of students as requested
- ❖ prepare and present informative reports to parents

CURRICULUM DEVELOPMENT

Support curriculum improvement and development by:

- ❖ taking responsibility for a subject or aspect of the school's work and develop plans which identify clear targets and success criteria for its development and / or maintenance
- ❖ contributing to the whole school's planning activities

PROFESSIONAL RESPONSIBILITIES

Uphold high standards within the profession by:

- ❖ conforming to the Teachers' Standards;
- ❖ upholding and adhering to the policies and procedures of the school adopted, or delegated for adoption, by the Governing Body

The postholder will be subject to an enhanced DBS disclosure and suitability check to satisfy child protection requirements. The post is exempt from the provisions of the Rehabilitation of Offenders Act and all convictions or cautions must be declared.

At all times ensure that priority is given to the safeguarding of young people and that Safeguarding Policies and Procedures are followed.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from the Headteacher to undertake work of a similar level that is not specified in this job description.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation.

This job description may be amended at any time following discussion between the Head Teacher and member of staff, and will be reviewed annually.

Signed: _____ (Employee)

Signed: _____ (Head Teacher)

Date: _____