

JOB DESCRIPTIONS

TEACHER

2025-2026

The appointment is subject to the current conditions of employment for Pre Threshold 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 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.

General Description of the Post

To carry out the following professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher/Deputy Headteacher. Additional guidance is provided in the Ellison Boulton Church of England Academy Performance Management Handbook and Staff Handbook. All staff must comply with Health and Safety Policies.

PUPIL PROGRESS

- Identifying clear teaching objectives and specifying how they will be taught and assessed
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- 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 to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving

PROFESSIONAL PRACTICE

- Create an emotionally safe environment within your classroom
- Respecting each child and treating all with unconditional positive regard
- Identifying children with additional needs and very able pupils
- Identify and monitor vulnerable groups of children (eg.first 20%, pupil premium, minority groups)
- Plan how learning will be structured across the week
- Working from the schools long term plans and medium term plans (in line with the National Curriculum, plan and teach lessons that are progressive, well supported and enable all pupils to achieve
- Ensure all opportunities are available for all pupils.
- Provide clear structures for lessons maintaining pace, motivation and challenge
- Make effective use of assessment and ensure coverage of the academy's curriculum
- Ensure effective teaching and best use of available time
- Monitor and intervene to ensure sound learning and discipline

- Take on subject leader responsibilities (when no longer an ECT)
- Arrange out of school trips to enhance learning, these must be organised and risk assessed as per school policy.
- Arrange an annual Class Assembly for own class -parents invited
- Use a variety of teaching methods to:

I.match approach to content, structure information, present a set of key ideas and use appropriate vocabulary

II.use effective questioning, listen carefully to pupils, give attention to errors and misconceptions

III.select appropriate learning resources and develop study skills through the library, ICT and other resources;

- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught
- Evaluate their own teaching critically to improve effectiveness
- Prepare and present informative reports to parents
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct

SCHOOL ETHOS AND PRIORITIES

- Operate at all times within stated policies and practices of the school
- Be proactive in familiarising yourself with school policies and staff handbook
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
- Take responsibility for their own professional development and duties in relation to school policies and practices
- Contribute to the development of others.
- Liaise effectively with parents and governors in a professional manner
- Take on any additional responsibilities which might from time to time be determined

This job description was reviewed on _____

Agreed by _____ Member of staff

Agreed by _____ Headteacher