



## **Teacher's Job Description**

Fowlmere Primary School is committed to creating a diverse workforce. We'll consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.

### **Job details**

Salary: Main Scale

Hours: Part Time (Monday, Tuesday and Wednesday)

Contract type: Maternity Cover

Reporting to: Headteacher

Responsible for: Teaching Assistant

### **Main purpose**

The teacher will:

Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document

Meet the expectations set out in the Teachers' Standards

### **Duties and responsibilities**

#### **Teaching**

Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work

Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment

Adapt teaching to respond to the strengths and needs of pupils

Set high expectations which inspire, motivate and challenge pupils

Promote good progress and outcomes by pupils

Demonstrate good subject and curriculum knowledge

Participate in arrangements for preparing pupils for external tests

#### **Whole-school organisation, strategy and development**

Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision

Make a positive contribution to the wider life and ethos of the school

Work with others on curriculum and pupil development to secure co-ordinated outcomes

Provide cover, in the unforeseen circumstance that another teacher is unable to teach

#### **Health, safety and discipline**

Promote the safety and wellbeing of pupils

Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment

### **Professional development**

Take part in the school's appraisal procedures

Take part in further training and development in order to improve own teaching

Where appropriate, take part in the appraisal and professional development of others

### **Communication**

Communicate effectively with pupils, parents and carers

### **Working with colleagues and other relevant professionals**

Collaborate and work with colleagues and other relevant professionals within and beyond the school

Develop effective professional relationships with colleagues

### **Personal and professional conduct**

Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school

Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality

Understand and act within the statutory frameworks setting out their professional duties and responsibilities

### **Management of staff and resources**

Direct and supervise support staff assigned to them, and where appropriate, other teachers

Contribute to the recruitment and professional development of other teachers and support staff

Deploy resources delegated to them

### **Other areas of responsibility**

To lead on subject areas of the curriculum in line with the subject leadership plan.

The teacher will be required to safeguard and promote the welfare of children and young people, and follow school policies and the staff code of conduct.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.