

EATON HALL SPECIALIST ACADEMY

JOB DESCRIPTION

POST TITLE: Teacher

RESPONSIBLE TO: Headteacher/Deputy Headteacher

RESPONSIBLE FOR: A class group in your designated year and the delivery of the KS2 Curriculum

GRADE: tbc

POSTHOLDER: tbc

GENERAL RESPONSIBILITIES:

1. To carry out the general and specific professional duties as set out in part the School Teachers Pay and Conditions Document.
2. To maintain clear, effective and impartial communication between education and care staff, and the senior management team.
3. To monitor objectively the quality of relationships between pupils, between staff and pupils, and between staff, with the constant aim of improvement.
4. To maintain good practice, be informed on current practice, and in liaison with the Head of School, implement changes in accordance with developments in the education field.
5. To be conversant with, and work towards, fulfilling the school's aims and objectives as laid out in that policy document.

SPECIFIC DUTIES:

1. To act as Teacher Tutor for a class group:
 - To develop a clear view of the nature of the year group and their contribution to the wider curriculum of the school, across the age range.

- To provide advice and share documentation to help teachers to teach the subjects and inter-relate constituent elements.
 - To play a major part in organising the KS2 teaching and the resources of the subjects so statutory requirements are covered:
 - monitoring of teaching, learning and assessment and reporting practices
 - contribute to the overall evaluation of work in their subject against agreed criteria: to evaluate standards of achievement; to identify trends and patterns in pupils' performance
 - in consultation prepare agreed written policies and schemes of work, and where required present them to the Board of Governors.
 - To co-ordinate and advise on aspects of the year group in any cross-curricular or multi-disciplinary approach.
2. To be responsible for the teaching and pastoral care to a specified class group (in liaison with the Teaching Assistants).
 3. To deliver the KS2 Curriculum
 4. To assist in the professional development of colleagues by involvement in relevant aspects of the Academy's Staff Support and Development Programme.
 5. To establish with the teaching team appropriately high levels of expectation by setting down clear guidance for pupils for establishing good standards of behaviour and achievement within the Academy, including the careful presentation of work and the care of books and equipment.
 6. To take part in Staff Meetings with colleagues in the development and implementation of changes in policies, syllabuses, materials and schemes of work especially in the context of the whole school curriculum, including the National Curriculum.
 7. To carry out a share of supervisory duties in accordance with published rosters.
 8. To participate in meetings with colleagues and parents.
 9. To understand and develop good skills of behaviour management.

10. To complete Safeguarding Training as required by the Academy.
11. To undertake any tasks that the Head of School reasonably requests to ensure the smooth running of the Academy.

WORKING TIME:

This job description allocates responsibilities and duties but does not direct the particular amount of time to be spent on carrying them out and no part of it may be construed. In allocating time to the performance of responsibilities and duties the postholder must use directed time in accordance with the School Teachers Pay and Conditions Document and the Academy Trust's policies and the Academy's plans on the use of time.

The carrying out of extraneous duties is a requirement of the post (in accordance with nationally agreed rates and conditions). Currently teachers work no more than 4 hours per week.

REVIEW:

The job description will be reviewed at least once per year and may be subject to amendment or modification at any time after consultation with the postholder through the academy's Staff Support and Development Programme. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the postholder's professional responsibilities and duties.

ACCEPTANCE

I acknowledge receipt of this job description of which this is a copy

Signature:..... Date:.....