

# Greystones Primary School



## JOB DESCRIPTION

<u>Title of Post:</u>	Class Teacher (KS2)
<u>Salary Scale/Spinal Point:</u>	Main Scale M1- M6
<u>Responsible To:</u>	The Headteacher
<u>Purpose of Job:</u>	To teach primary age children in accordance with the requirements with the school at any such time. Liaison with KS2 colleagues as required.
<u>Employment Duties:</u>	All teachers will be expected to fulfill the requirements of the DFE as set out in the most recent 'School Teacher's Pay and Conditions Document'.

### Particular Responsibilities:

1. Create a challenging environment in which learning takes place – every child, every lesson, every day.
2. Create a caring class atmosphere in which effort and achievement are rewarded and every child is confident to have a go and try their best.
3. Ensure that all children receive a broad, balanced and ambitious Curriculum, in line with the school's planned offer and expectations.
4. Organise classroom resources in such a way that encourage self-reliance and independence on the part of the child.
5. Provide a variety of practical tasks to reinforce development and encourage understanding.
6. Plan lessons, tasks and experiences, including visits outside school, to take account of the individual needs, aptitudes and current attainment of all the children.
7. Produce written evidence of short and long term curriculum planning.
8. Gather evidence and record the development and progress of each child.
9. Promote and develop good relationships with parents and other agencies.
10. Provide equality and opportunity for all children.
11. Keep up to date by attending courses, in-service days and reading relevant materials.
12. Take shared responsibility by promoting good behaviour throughout school.
13. Register the attendance of pupils in accordance to DFE and Sheffield regulations.
14. Supervise support staff and parents when helping in your classroom.
15. Use wisely any capitation allowance or school fund money when purchasing items for school use.
16. Inform the Headteacher of new items you would like to introduce into school.
17. Accept responsibility for curriculum areas negotiated between yourself and the Headteacher.
18. To carry out duties in accordance with the Health and Safety at Work Act, adopting safe working practices, in accordance with the Council's Safety Policy.

Performance Management:

Targets to be set & reviewed annually – see separate sheet. Identifying strengths and areas for further development. Objectives/targets in line with Teacher Appraisal Policy, DFE regulations, School Pay Policy.

Further Statement:

The job description and allocation of particular responsibilities may be amended from time to time through negotiation with the line manager.