



Enborne C of E Primary School

Job Description for Languages/MFL Teacher Part Time

Responsible to: The Headteacher

This job description may be reviewed and adapted at any time by mutual agreement, and in any case each year when Governors consider the allocation of additional increments.

You will be required to carry out the duties of a schoolteacher as outlined in the "Schoolteachers Pay and Conditions Document 2022" and any subsequent amendments and additions made by the Secretary of State of Education.

Curriculum and Pastoral

To have responsibility for the co-ordinating, planning, teaching & learning of Languages/MFL for Years Reception to Year 6.

You will also be required:

1. To share in consultation with the Line Manager and/or the Headteacher in responsibility for the care, support and development and discipline of all children within the school but particularly for those in the Key Stage/Year Groups in which you will be working.
2. To liaise with outside agencies when necessary.
3. To work in line with all school policies and procedures.
4. To participate in the decision-making process within the school.
5. To keep yourself informed about the National Curriculum and Assessment.
6. To offer support and guidance to colleagues, assisting in the development and maintenance of a whole school approach which unites staff and children of the school.
7. To support and uphold the ethos that Enborne C of E Primary School is committed to, safeguarding and promoting the welfare of children and young people and the school expects all staff and volunteers to share this commitment.
8. To undertake any other duties, not specified here, which the Headteacher might reasonably require.

Working Time (FTE equivalent as applicable)

1. A teacher employed full-time shall be available for work for 195 days in any school year, of which 190 days shall be days on which he may be required to teach pupils in addition to carrying out other duties.
2. Such a teacher shall be available to perform such duties for 1265 hours in any school year, those hours to be allocated reasonably throughout those days in the school year on which he is required to be available for work.
3. Time spent in travelling to or from the place of work shall not count against the 1265 hours.
4. Such a teacher shall not be required under this contract as a teacher to undertake midday supervision, and shall be allowed a break of reasonable length either between school sessions or between the hours of 12 noon and 2.00 pm.
5. Such a teacher shall work such additional hours as may be needed to enable him to discharge effectively their professional duties, including, in particular, the marking of pupils' work, the writing of reports on pupils and the preparation of lessons, teaching material and teaching programmes. The amount of time required for this purpose beyond the 1265 hours and the times outside the 1265 specified hours at which duties shall be performed shall not be defined by the employer but shall depend upon the work needed to discharge the teacher's duties.

