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**Job Description for Key Stage 2 Teacher**

**Purpose**

To carry out the duties of the Teacher in accordance with the Teachers’ Pay and Conditions Document and other relevant statutory provisions.

To implement and deliver an appropriately broad and balanced curriculum for pupils, incorporating the National Curriculum requirements and in line with the school’s curriculum policies.

To facilitate, support and monitor the overall progress and development of assigned pupils.

To foster a learning environment and educational experience which provides all pupils with the opportunity to fulfil their potential.

To share in the development of the school curriculum, teaching materials, teaching programmes, methods of teaching and assessment and their review.

To support, and actively contribute to, the safeguarding of all children.

**Responsible for:**

Directing and supervising the work of Teaching Assistants to ensure that they are, at all times, having a positive impact on pupil progress.

Co-operation and liaison with other professionals including fellow staff and colleagues from external agencies (for example, specialist teachers from the LEA support services, health professionals and social workers).

Effective parental / carer liaison.

**Generic Responsibilities:**

To teach pupils according to their individual educational needs.

To assess, record and report on the attendance, progress, development and attainment of assigned pupils.

To ensure a high quality learning experience for pupils, which meets internal and external quality standards.

To provide a positive and safe learning environment.

To encourage high standards of work, performance and presentation.

To encourage good attendance and punctuality.

To set high expectations for pupils’ behaviour and maintain a good standard of discipline through well focused teaching, fostering positive relationships and implementing the school’s behaviour policy.

To partake in pre-school, break, assembly and after school duties as required.

To communicate effectively with parents of pupils and with persons or bodies outside the school who are concerned with the welfare of pupils (following consultation with appropriate staff).

To contribute to the personal, social, health, citizenship and enterprise education of pupils according to school policy.

To work as a member of designated teams and contribute positively to effective working relationships within the school.

To actively engage in the process of performance management.

To contribute to the formulation and implementation of the School Improvement Plan and associated action plans, as appropriate.

To play a full part in the life of the school community and support extra-curricular opportunities.

To follow and actively promote the school’s policies.

To comply with health and safety policy.

To undertake and abide by school risk assessments as appropriate.

To actively pursue own personal and professional development.

**Curriculum leadership**

To be responsible for the co-ordination of a curriculum area, including ensuring a relevant and appropriate curriculum policy is produced and reviewed, according to the school’s schedule, and is complimented by associated action plans and schemes of work.

To monitor and evaluate learning within the curriculum area in line with the school’s monitoring and assessment cycle.

To analyse information relating to the standards achieved in the curriculum area for presentation to the Leadership Team and governors, as required.

To audit resources in the curriculum area.

To secure and organise the resources necessary to deliver the curriculum area within an allocated budget.

To advise and support other members of staff on the content and delivery of the curriculum area.

To identify and secure provision of appropriate professional development in relation to the curriculum area, with the support of the Senior Leadership Team.

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document may be reviewed annually as part of the appraisal process or as deemed appropriate by the Head Teacher.