**Job Description**

**Generic Responsibilities**

The duties outlined in this job description are in addition to those covered by the latest School Teachers’ Pay and Conditions Document. It may be modified by the principal with the teachers’ agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. It is expected that all classroom teachers will support the ethos and values of the school, as reflected in policies developed by the Governing Body of the school, and the Directors of the Isle Education Trust.

**Principal Accountabilities**

***Teaching and learning***

* Carry out teaching duties in accordance with the curriculum.
* Liaise with colleagues to plan and deliver and work in a collaborative way.
* To ensure a high-quality learning experience by using a range of teaching methods that are appropriate to children’s individual learning needs and curriculum requirements.
* Set targets for children’s attainment levels.
* Demonstrate good practice in the teaching areas of responsibility.
* Work effectively as part of the teaching team to provide an inspiring role model for children and colleagues, and work to ensure every child is able to flourish.
* To work individually and collaboratively to explore and implement the school’s vision, values and aims.
* Maintain accurate records to monitor and report on children’s learning.
* Establish and develop a safe and purposeful learning environment.
* To contribute to the care and holistic wellbeing and development of all children.
* To foster positive relationships and model effective communication with all members of the school community.

***Assessing and reporting***

* Record children’s work.
* Keep class registers showing children’s achievement.
* Maintain lesson evaluations.
* Mark and return work within the agreed time span, providing feedback and targets in line with policy.
* Provide assessment reports to monitor children’s progress.
* Liaise with parents and attend consultation evenings.
* Work within the code of practice relating to Special Educational Needs.

***Teamwork***

* Work well as part of a team.
* Understand issues relating to the organisation and support structures within the school.
* Support and uphold the school’s policies on behaviour, discipline and bullying.
* Take part in target setting and subject based work.
* Contribute to staff development activities.

***Standards and quality assurance***

* Support the aims and ethos of the school.
* Set a good example in terms of dress, punctuality and attendance.
* Attend and participate in open evenings and children’s performances.
* Participate in staff training.
* Attend team and staff meetings.
* Develop links with governors.
* Perform any other teaching tasks, as deemed appropriate by your Line Manager.

**All school staff should:**

* Work with all children, ensuring equality of opportunity for all.
* Take responsibility for Safety and Welfare of all children, raising any concerns following the School protocols and procedures.
* Work proactively and effectively in partnership with all stakeholders.
* Comply with Health and Safety and all legal requirements.
* Carry out a share of statutory supervisory duties.
* Treat children with dignity and build relationships rooted in mutual respect and at all times observing proper boundaries appropriate to the professional position.
* Participate in CPD relevant to the role.
* Accompany children on visits, trips and out of school activities as required.·
* Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English and numeracy.
* Participate in arrangements for examinations and assessments.
* Take an active role in promoting good behaviour in and around the School.
* Ensure that children adhere to the uniform code and apply sanctions when this code is breached.
* Be a positive role model and demonstrate consistently and effectively the positive attitudes, values and behaviour which are expected of children.
* Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.
* Make a positive contribution to the wider life and ethos of the School.
* Regularly review the impact of their work and its impact on children’s progress, attainment and well-being, refining approaches where necessary and responding to advice and feedback from colleagues.
* Proactively participate with arrangements made in accordance with the Appraisal Policy.
* Have professional regard for the practice, ethos and policies of the School and maintain high standards in your own attendance and punctuality.
* Carry out all relevant tasks required by the principal or line manager.

**Accountability**

* Attend regular scheduled meetings with senior members of staff and line manager.
* Provide access to external reports or other correspondence as required by their line manager.
* Provide reports and summaries of performance against standards.
* Produce regular reports and updates on performance as requested and specified by the headteacher.
* Take full part in the School appraisal process.

**Other Responsibilities**

* Operate at all times within the stated policies and practices of the School.
* Contribute positively and effectively to the whole School ethos.
* Cooperate with other staff members to ensure a sharing and effective use of resources to the benefit of the School.
* Attend and participate in appropriate planned meetings.
* Take responsibility for own professional development and duties in relation to School policies and practices.
* Liaise effectively with staff, children, parents, and governors.
* Ensure compliance with Health and Safety at Work Act 1974 and all other policies related to health and safety, and to ensure compliance with the Data Protection Act 1988.
* Ensure compliance with data protection laws and safeguarding procedures.
* Carry out any other duties as directed by the headteacher.
* Participate in performance management ensuring that performance standards and targets set and met within the agreed timescale.