



St. Andrew's CEVA Primary School

Job Description for Teacher

Name:

Job Title: Teacher

Job Purpose: To be responsible for the teaching and learning of a class/group of pupils.

Accountable to: Headteacher

Responsible to: Key Stage Leaders/ SLT/ Headteacher

Applicable contract terms and duties

As a teacher, you are required to work under the terms and conditions for teachers and stated within the current accepted DfE Pay & Conditions document. This job description should therefore be read in the context of the *School Teachers' Pay and Conditions Document and Guidance on School Teachers' Pay and Conditions* in particular *Part X11 Conditions of Teachers other than Head Teachers*.

The following is written in conjunction with the national pay and conditions policy for all teachers the national teaching standards and all school policies.

Duties and Responsibilities

Teaching

- To implement agreed school policies and guidelines.
- To produce long, medium and short-term plans and prepare lessons as stated in the school policies and National Curriculum.
- To teach, according to each child's education needs, the pupils in your care.
- To make formative and summative assessments of each child and record and report on the development, progress and attainment of each child as necessary.
- To be accountable for the attainment and progress of all pupils for whom there is responsibility for.
- To set and mark work appropriate to the needs of the individual and in accordance with school policy.
- To identify and refer those pupils with special educational needs where appropriate.
- To establish and maintain a good level of behaviour in the classroom and surrounding areas and to share in the corporate responsibility for the well-being and discipline of all children according to school policy.
- To offer equal opportunities to all pupils.
- To lead, organise and direct staff within the classroom.
- To provide a stimulating classroom environment where adults and pupils can access resources appropriately.

- To participate in Performance Management or the ECT Induction Programme for continued professional development.

Other

- To work under the direction of the head teacher.
- To maintain the positive ethos and core values of the school both inside and outside of the classroom.
- To promote the spiritual, moral, cultural, social, mental and physical development of pupils.
- To promote the well-being of pupils.
- To communicate and consult with parents of children in your care.
- To participate in all appropriate training and development.
- To work with colleagues in reviewing the school's progress and achievement and contribute to the School Development Plan.
- To communicate and co-operate with other persons or bodies outside the school.

Skills and Attributes

- Management skills.
- Self-confidence, adaptability, energy, perseverance, commitment, integrity, enthusiasm.
- Decision-making skills
- Problem-solving skills.
- Communication skills.
- Self-management skills.
- Good inter-personal skills.

In addition to the above it is expected that all teachers will:

- Participate in meetings, which relate to the curriculum, organisation or the administration of the school.
- Participate in administrative and organisational tasks related to the above duties and responsibilities.

Signed:

Print name:

Date: