

MPS TEACHER JOB DESCRIPTION

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below:

The Post holder:

1. is responsible to the Headteacher, and, through him/her to the School's Governing Body. All Trust are also responsible to the Trust ELT and the Board of Trustees.
2. interacts positively at a professional level with all colleagues, support agencies, parents/carers, and professionals, seeking to establish and maintain productive relationships and communication with them in order to promote mutual understanding of subjects in the National Curriculum, promote an effective working atmosphere and thus to improve the quality of teaching and learning for each child and within the school.
3. will carry out the duties of a teacher as set out in the current School teachers' Pay and Conditions Document.
4. At least meet the expectations set out in the Teachers' Standards.

Duties and responsibilities

Teaching

- Plan and teach well-structured lessons to assigned classes or groups, following the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned children, making accurate and productive use of assessment.
- Adapt teaching to respond to the strengths and needs of the class and individual children where required
- Set high expectations which inspire, motivate and challenge children.
- Promote good progress and outcomes for all children.
- Demonstrate excellent subject and curriculum knowledge.
- Participate in arrangements for preparing children for internal and external assessments.
- Ensure high quality and stimulating displays of children's/other's learning work. Take an equitable responsibility for organising the display and learning areas around the school.
- To help identify children with Special Educational Needs and Disabilities and, with the support of the SENDCO, provide appropriate provision for their learning
- Supervising the work of TAs/support staff and other adults working in/with the class.
- The compilation of reports and profiles on children as required.
- The setting and marking of homework for children as agreed in the homework and marking policies.
- Keeping abreast of trends and developments in education, developing high quality personal classroom practice.

Whole-school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school/Trust policies, practices and procedures, so as to support and enhance the school/Trust ethos, vision and values.
- Make a positive contribution to the wider life and ethos of the school
- Work with others on curriculum and child development to secure coordinated outcomes.
- Playing a part in assemblies, leading when required and supervising the children where necessary.
- Carry out other duties as directed by the Headteacher, SLT and/or Trust

Health, safety and discipline

- The prompt marking of daily registers.
- Encouraging/supporting very high attendance for all children and taking action where needed
- Promote the safety and wellbeing of children.
- Maintain a positive and safe learning environment, by setting a good example, high standards of organisation, attitudes and carefully managing challenging behaviour.
- Have an understanding of a "trauma informed school" and feel confident in building relationships with all children and implementing its ethos.

Professional development

- Take part in the school’s appraisal procedures.
- Take part in further training and development in order to improve own teaching, including Trust wide.
- Take part in the induction, appraisal and professional development of others, where appropriate.

Communication

- Communicate effectively with children, parents and carers to ensure the best outcomes for all.
- Working with colleagues and other relevant professionals.
- Develop effective professional relationships with colleagues.
- The undertaking/overseeing of necessary administrative duties in respect of the class.

Personal and professional conduct

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school.
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality.
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities.

Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent, sexual abuse) and all safeguarding and child protection policies.
- Work with the designated safeguarding lead (DSL) to promote the best interests of children, including sharing concerns in line with policies.
- Promote the safeguarding of all children in the school, at all times.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the teacher will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

Person specification

Criteria	Qualities
Qualifications and experience	Qualified teacher status or ECT Degree Successful primary teaching experience
Skills and knowledge	Strong knowledge of the National Curriculum and the importance of a progressive curriculum in supporting children’s learning Good knowledge of effective teaching and learning strategies A good understanding of how children learn and progress Ability to adapt teaching to meet children’s needs Excellent ability to build effective working relationships with all children Strong knowledge of guidance and requirements around safeguarding children Good knowledge of effective behaviour management strategies Good IT skills and ability to learn/try new technologies
Personal qualities	A commitment to getting the best outcomes for all children and promoting the ethos and values of the school/Trust High expectations for all children’s attainment and progress Ability to work under pressure and prioritise effectively Commitment to maintaining confidentiality at all times Commitment to safeguarding, equality, diversity and inclusion