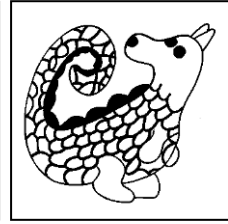


Job Description

St George's School



#EliteTeam

www.stgeorgesjunior.org

St George's School

Teaching Staff Job Description 2021

Name : *Example Job Description for a Teacher*

Organisation: **St George's School**

Job Title and Grade : **Teacher : Permanent**

Responsible to : **Team Leader, Headteacher and Deputy Headteacher**

Responsibilities : **Teaching in the Primary Phase**

Curriculum

Your responsibility in delivering the curriculum will be to teach all core and foundation subjects of the national curriculum, religious education, and other subjects such as citizenship and personal social and health education.

You will be mainly responsible for teaching a class group of students, but may teach pupils in other situations as required, for example on a subject specialist basis.

General Duties

The job title of 'teacher' requires that you should take an appropriate share of the responsibilities attached to teachers generally within the school in connection with the teaching of pupils, the preparation and marking of their work, and the promotion of their progress and welfare. You will work under the reasonable direction of the Headteacher, whose responsibility it is to ensure that the workload of each teacher is managed effectively.

It is expected that you will operate in a style consistent with the agreed ethos, vision, and aims of the school. You should expect appropriately high standards of behaviour and achievement, follow day to day procedures for monitoring, recording, and assessment, and lead report writing for your class.

You will safeguard the health and safety of all persons in the school, and will supervise pupils in accordance with school policy.

Particular Duties

The Conditions of Employment for Primary Teachers specify the general professional duties of all teachers. The post is subject to the Teachers Pay and Conditions Document. You will be required to be available for work under the Headteacher's direction for the 195 days, at least 5 of which will be staff development days without pupils present, and not in excess of 1265 directed hours per year (as agreed by the Governing Body), and to work in partnership with the school to ensure the effective implementation of the National Agreement.

The duties may be varied to meet the changing demands of the school at the reasonable direction of the Headteacher. This job description is therefore subject to change after consultation with the post holder to reflect the changing needs of yourself and the school.

Any dispute arising from this job description may invoke the Grievance Procedure.

Professional Duties

The following duties are those that a teacher may be required to perform satisfactorily.

Ethos

- To help form and support the school vision and aims.
- Actively support the school Elite Team Principles

Teaching

- Planning and preparation of lessons in accordance with school policy.
- Provide appropriate challenge, and a high quality climate for learning.
- Organising work, grouping and teaching pupils, and marking work to meet the needs of individual pupils.
- Assess, record, and report progress and attainment in accordance with school policy.

Other Activities

- To promote the progress and well-being of individual pupils assigned to the post holder.
- Communicate and consult with the parents and carers of pupils.
- Maintain communication with relevant external organisations.
- Participate in meetings that aim to support pupils for whom they have responsibility.

Assessment and reporting

- To assess progress and report achievements and future targets in accordance with school policy.

Performance Management

- To fully participate in the school's Performance Management Policy.
- To attend relevant training and professional development.
- To participate in arrangements to further professional practice.

Research

- To support the school's aim to raise standards by participating in school-based research programmes.
- To attend and participate in Staff Team Meetings to improve curriculum, learning, pastoral, and organisational standards.

Carl Messer (Headteacher) Review Autumn 2021