



## **JOB DESCRIPTION: PRIMARY CLASS TEACHER**

**GRADE: MPS**

**RESPONSIBLE TO: HEAD TEACHER**

### **CORE PURPOSE OF POST**

- To teach all National Curriculum subjects within the full primary range so that pupils achieve at least the age related expectations for their year group
- To teach the Early Years Foundation Stage Curriculum so that the pupils achieve at least the expected level of the Early Learning Goals.
- To take full responsibility for a subject area/s.
- To understand how pupils' learning is affected by their physical, intellectual, emotional and social development and understand the stages of child development.
- To work in collaboration with colleagues as a member of a united co-operative teaching team, responsible for all aspects of the pupils' educational development and learning.

### **STRATEGIC DIRECTION AND DEVELOPMENT OF THE SCHOOL**

#### **Vision**

- Demonstrate a commitment to a shared vision for the school.

#### **Ethos**

- Encourage an ethos which promotes effective teaching and learning and which sustains improvement in the development of all pupils.

#### **Strategic planning**

- Contribute to the development of a whole school policy for a specific curriculum area in conjunction with the Head teacher and Trust.

### **TEACHING AND LEARNING**

#### **Curriculum**

- Plan and deliver an age appropriate teaching programme for all pupils within the class using the National Curriculum or Early Years Foundation Stage Curriculum as appropriate.
- Provide clear structures for lessons and for sequences of lessons, which maintain pace, motivation and challenge.
- Use a variety of teaching and learning styles to keep all pupils engaged.
- Select and make good use of IT skills for teaching, learning and management support.
- Be familiar with the school's current systems and procedures as outlined in policy documents including the Health and Safety, Child Protection, Code of Conduct and Whistleblowing Policies.

#### **Monitoring, assessment, recording, reporting and accountability**

- Make effective use of assessment information on pupils' attainment and progress and in planning future lessons.
- Assess and record each pupil's progress systematically with reference to the school's current practice including the social progress of each child and use the results to inform planning.
- Mark and monitor classwork and homework, providing constructive feedback and set targets for future progress.
- Understand and know how national and local comparative and school data including National Curriculum test data can be used to set clear targets for pupils' achievement.
- Attend termly pupil progress meetings with the Head teacher/ SENCo.

#### **Standards and expectations**

- Ensure effective teaching of whole classes groups and individuals, establishing high expectations of behaviour and attainment, so that teaching objectives are met.
- Monitor and intervene when teaching to ensure sound learning and discipline and maintain a safe environment in which pupils feel confident.

## **Monitoring and evaluation**

- Be familiar with the school's SEND policy and SEN Code of Practice for the identification, assessment and support of pupils with special educational needs and disabilities.
- Evaluate your own teaching critically to improve effectiveness and pupil outcomes.

## **LEADING AND MANAGING STAFF**

### **Professional development and appraisal**

- Be aware of the need to take responsibility for your own professional development, attending internal or external courses where appropriate.
- To be familiar with the requirements of the Performance Management policy and practice within the school.
- To participate in performance management annually.
- To be prepared to contribute to the performance management of support staff where appropriate and applicable.

## **EFFICIENT AND EFFECTIVE DEPLOYMENT OF STAFF AND RESOURCES**

### **Manage accommodation**

- Ensure a stimulating but safe working environment in which risks are regularly assessed.
- To be aware of the H&S guidance, risk assessments and Educational Visits Policy and Practice.
- To effectively deploy support staff/ students/ work experience/ volunteers as appropriate to support and enhance pupil learning.

## **ACCOUNTABILITY**

### **Effective communication**

- Provide clear, concise verbal and/or written reports on individual pupil progress and attainment to parents termly and produce a written annual report.
- Establish and maintain effective working relationships with professional colleagues and parents.
- Participate as required in meetings with professional colleagues and parents in respect of the duties and responsibilities of the post.
- To continue to meet the DfE National Teaching Standards 2012.

## **CONTRIBUTION TO SCHOOL LIFE**

### **Extra-curricular activities**

- Contribute to the extra-curricular activities by organising and running a club as appropriate and agreed.

### **Pastoral duties**

- Attend and/ or deliver assemblies as appropriate to the rota.
- Cover playtime duties as appropriate to the role/ rota.
- Meet with parents or other external agency meetings to discuss pupil progress and agree programs of support as required.

### **School events**

- Demonstrate support of the Friends organised events by helping or attending.
- Contribute to the promotion of the school at events locally, e.g. sporting fixtures, festivals or prospective parent events as appropriate and agreed.