

Job Description	
Name	
Job Title	Teacher
Relationships/Line Management	
<p>The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and the National Standards for Teachers which should be read in conjunction with this document.</p> <p><i>Responsible to:</i></p> <ul style="list-style-type: none"> • Phase Leader <p><i>Responsible for:</i></p> <ul style="list-style-type: none"> • The pupils in your charge <p><i>Important relationships:</i></p> <ul style="list-style-type: none"> • Pupils and parents • Other members of staff • The Governing Body • The Parent, Family and Teacher Association <p><i>Important External Relationships:</i></p> <ul style="list-style-type: none"> • Teachers and senior managers in other schools • Extended Schools' links 	
Main Purpose of Job	
<p>To be responsible for the welfare and education of a designated group of pupils in accordance with the requirements of the National curriculum, the school's aims, objectives and schemes of work and any policies of the Governing Body.</p> <p>To work as part of a Phase/Year team of Teachers and Support Staff.</p>	
Duties	
<p>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 Head Teacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title</p>	
Teaching and Learning	
<ul style="list-style-type: none"> • Carry out teaching duties in accordance with the school's schemes of work, National Curriculum and designated subject areas • Liaise with colleagues to deliver units of work in a collaborative way in accordance with the School Development Plan • Work with teaching assistants, the SENCO and the EMA teacher • Set challenging targets for pupil attainment levels • Be an exemplar teacher • Share in the corporate responsibility for the well-being and discipline of all pupils 	
Assessing, Recording and Reporting	

- Record pupil assessment outcomes in accordance with school procedures
- Mark and return work within the agreed time span, providing feedback and targets
- Provide assessment reports to monitor pupil progress
- Liaise with parents and attend consultation evenings
- Work within the Codes of Practice relating to Special Educational Needs and Equal Opportunities



Job Description (cont)

Leadership and Management

- Support and assist the Head Teacher and Assistant Head
- Support and uphold the school's policies
- Lead the culture of collaboration, quality and continual improvement within your areas of responsibility
- Act as designated mentor when required.
- Manage designated funds within the school budget
- Assist in the formation of school policy documents
- Take Phase related assemblies as per the agreed rotas

Standards and Quality Assurance

- Support and uphold 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 pupil performances
- Take part in the school's Appraisal programme and address performance targets effectively
- Attend team and staff meetings leading where appropriate

Other Duties and Responsibilities

- Report to Governors and parents as required.
 - Attend relevant courses, keep abreast of current educational thinking and keep colleagues informed.
 - Develop links with governors, parents, Local Authority and neighbouring schools
 - Undertake any professional duties reasonably delegated by the Head Teacher
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- The post holder will share the school's commitment to safeguard, and promote the welfare of, the children in our care.
 - To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and Working Together in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation.
 - To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the worker's role.
 - To ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection.

This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed

Prepared By:	Mrs Debbie Hart
Date:	
Acknowledged By:	
Date:	