

William Gilbert Endowed Primary School & Nursery – Class Teacher Job Description

Accountable to: Headteacher

This appointment is subject to the current conditions of employment of teachers contained in the school Teacher's Pay and Conditions Document, The Education Act 1997, the required standards for Qualified Teacher Status, other current legislation including the Teacher Standards.

This job description is to be performed in accordance with the School Teacher's Pay and Conditions Document and within the range of duties set out in that document so far as relevant to the post holder's title and salary grade. The post is otherwise subject to the Conditions of Service for School Teachers in England and Wales (the 'Burgundy Book') and to locally agreed conditions of employment to the extent that they are incorporated in the post holder's individual contract of employment.

This job description may be amended at any time following the discussion between the Headteacher and member of staff, and will be reviewed annually in response to the changing needs of the school.

Responsibilities:

- The post holder is responsible to the Headteacher for their duties, responsibilities and teaching tasks.
- To implement and deliver the planned broad, balanced and ambitious curriculum for pupils, incorporating National Curriculum requirements, the school's aims and objectives, and in line with the policies of the William Gilbert School
- To facilitate, support and monitor the overall progress and development of children in your class
- To foster a learning environment and educational experience which provides all pupils with the opportunity to fulfil their potential
- To share in the development of the school curriculum, teaching materials, teaching programmes, methods of teaching and assessment and their review.
- To support, and actively contribute to the safeguarding of all children
- The post holder will interact on a professional level with all colleagues and establish and maintain good working relationships which will promote the development and effective delivery of the school curriculum and maximise children's achievement.
- The post holder will be responsible for the pastoral care and safeguarding of the children within their class or groups, ensuring that children's safety, wellbeing and welfare are at the forefront of all they do.

Core Aims:

- To be a leader of learning who has high expectations of every child.
- Be able to provide a carefully structured and thorough education experience which enables pupils to achieve their academic and personal potential and to develop skills appropriate to the world of work and life in the twenty first century.

- To ensure a civilised, caring, healthy and happy community which emphasises high moral standards, self-discipline, emotional and spiritual development.
- To encourage pupils to participate in an extensive range of sporting, cultural and enriching activities; to develop an understanding of our responsibilities and our duty to serve the local, national and world communities.
- Promote the Christian ethos and values of William Gilbert Endowed Church of England Primary School & Nursery.
- Follow duties deemed to be included in the professional duties which a teacher may be required to perform, by following procedures laid down in William Gilbert and DDAT policies.

Duties:

- Assessing the on-going needs of all pupils within your class or set and teaching the children according to their educational needs in order to ensure outstanding rates of progress and attainment.
- Assessing, recording and evaluating the development and progress of all children in accordance with arrangements agreed.
- Creating a well-ordered, imaginative and secure environment which will ensure the educational wellbeing of individual children within the group.
- Providing a curriculum which is rich, broad and balanced and takes into account the needs of every child.
- To maintain discipline in accordance with the rules and disciplinary system's of the school.
- To promote equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy.
- To use ICT, innovation and emerging technology to promote the effective delivery of the curriculum.
- Developing and maintaining the positive partnership with parents which actively involves them in the classroom and in their child's learning journey.
- Participating in and taking an active role in training sessions, including in meetings, discussions and management systems necessary to coordinate the work of the school as a whole.
- Encourage interaction and teamwork within the school, share ideas and new initiatives and identify new ways of teaching effectively. When required, take a leading role in an area of school development.
- Contributing towards the development, establishment and implementation of whole school policies and procedures.
- Contributing and cooperating with other professional agencies as appropriate to the needs of the children.
- Monitor and assess own performance and take a proactive approach to professional development undertaking professional development in order to continually develop as a teacher.
- Undertaking other duties which may be reasonably assigned by the Headteacher.

The duties above are neither exclusive nor exhaustive and the post holder may be required to carry out appropriate duties within the context of the job, skills and grade.