Banks Lane Infant & Nursery School

JOB DESCRIPTION: CLASSROOM TEACHER (EYFS/KS1)

Part 1
You are required to undertake an appropriate share of the duties attaching to teachers generally within the School Teachers’ Pay and Conditions Document under the reasonable direction of the Headteacher.

Part 2
Particular Duties
You are required to carry out such particular duties from the School Teachers’ Pay and Conditions Document as the Headteacher may reasonably direct, together with further duties which are indicated below:

A. General
◊ To support the aims/ethos fostered in the school.
◊ To fulfil administrative tasks which contribute to the daily smooth running of the school.
◊ To co-ordinate with the Headteacher individual staff contributions to curriculum development in areas of responsibility.
◊ To provide quality in all learning experiences of the children in your care.
◊ To contribute to the corporate nature of school life and discipline.
◊ To support extracurricular and Parent Association activities.

B. Curriculum
◊ To lead, initiate research and plan school curriculum developments.
◊ To set a high standard in your own class, which can be used as a guide to expectation and a model of good practice.
◊ To provide help and guidance for all colleagues (whether new to school or not) in planning, monitoring and assessing children’s work for your curricular area of responsibility.
◊ To lead staff meetings to discuss the area of responsibility, in order to facilitate a good understanding and utilisation of school policy through guidelines and schemes of work.
◊ To upkeep and update resources and equipment for use throughout the school and to be responsible for the budget allocation for that particular area.
◊ To co-ordinate displays in school which promote and enhance curriculum activity for which responsibility has been given.
⋄ To report to the Headteacher and Governing Body as and when required to keep them fully informed of all activities related to the curriculum area for which responsibility has been given.
⋄ To call in evidence of children’s work, to evaluate continuity, progression, marking and presentational skills.

Note 1

The days to be specified by your employer or by the Headteacher under the School Teachers’ Pay and Conditions Document and the hours allocated by the Headteacher/the School Teachers’ Pay and Conditions Document shall be the subject of a separate statement issued by your employer or the Headteacher as the case may be.

Note 2

The job description may be reviewed at the end of the academic year or earlier if necessary. In addition it may be amended at any time after consultation with you.