



TYLDESLEY PRIMARY SCHOOL

JOB DESCRIPTION FOR TEACHERS

Post Title: Teacher

1. The post holder is required to exercise the duties and responsibilities of a School Teacher as specified in the current School Teachers Pay and Conditions Document, having due regard to the school aims, objectives and policies.
2. The details below describe the main duties and responsibilities relating to the post; however, a document such as this does not permit every item to be specified in detail, nor does it direct the particular amount of time to be spent on carrying them out.

Principal Responsibilities:

1. Setting a high standard of classroom practice.
2. To teach the National Curriculum appropriate to the children's age and ability.
3. To promote high achievement in pupils and contribute to their moral, spiritual and social development.
4. To promote positive and co-operative working relationships with parents, colleagues and other professionals as required.
5. To be responsible for the care of children, their conduct and learning.
6. To plan and prepare lessons, working co-operatively in the classroom with other staff as required.
7. Assess, record and report on the development, progress and attainment of pupils.
8. To endeavour to meet fully the needs of individual children, including those with Special Educational Needs.
9. To contribute positively to the school's policy and practice in SEN and the promotion of equality of opportunity.
10. To encourage parents / carers to take an active part in their child's learning and to support parents in doing this.
11. To supervise the work of support staff and volunteer helpers.
12. To be responsible for the ordering and allocation of resources relating to class and curriculum responsibilities.
13. To take active responsibility for the health and safety of self and pupils, through monitoring the classroom and its immediate environment. Maintain good order and discipline.



Supervision Received

Managerial supervision is provided by the Headteacher, Deputy Headteacher and Assistant Headteachers. The post holder is also responsible to the Governors and Trustees.

Please note:

This job description will be reviewed at least every academic year and at other times as the post holder or Headteacher may reasonably require.



Tyldesley Primary School

PERSONNEL SPECIFICATION

JOB TITLE	Class Teacher		
SUMMARY OF JOB	Class Teacher		
ATTRIBUTE	ESSENTIAL	DESIRABLE	I.D.
PHYSICAL	<ul style="list-style-type: none"> • Good, general health. • Clear, articulate speech. 	<ul style="list-style-type: none"> • Smart, acceptable to a wide range of people. 	A R I
QUALIFICATIONS	<ul style="list-style-type: none"> • Relevant teaching qualifications. 	<ul style="list-style-type: none"> • Other qualifications relevant to Primary Curriculum. 	A
EXPERIENCE	<ul style="list-style-type: none"> • Recent class teaching experience in a Primary School or recently trained to teach Primary age. 	<ul style="list-style-type: none"> • Relevant year group experience • Multi-ethnic experience within a Primary School. • Experience of managing Education Plans and additional adults in the classroom. • Experience of managing a curriculum area. 	A R I
TRAINING	<ul style="list-style-type: none"> • Courses linked to National Curriculum. 	<ul style="list-style-type: none"> • Varied professional courses. 	A R I
SPECIAL KNOWLEDGE	<ul style="list-style-type: none"> • Child development. • Equal opportunities across the curriculum. 	<ul style="list-style-type: none"> • Aware of recent Educational Development. 	A R I
DISPOSITION, ADJUSTMENT, ATTITUDES	<ul style="list-style-type: none"> • Sympathetic to individual needs. • Ability to relate and work with others. • Positive attitude to pupils and parents. 	<ul style="list-style-type: none"> • Sense of humour. 	A R I
PRACTICAL AND INTELLECTUAL SKILLS	<ul style="list-style-type: none"> • Good organisational skills. • Effective classroom teacher. • Good communication & interpersonal skills. 	<ul style="list-style-type: none"> • Able to manage change & remain flexible. 	A R I

A = application form
 R = references
 I = interview