JOB DESCRIPTION

| **Job Title:** | **Teacher** |
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| **Location:** | **Werneth Primary School** |
| **Reporting to:** | **Principal** |

Job Summary

As a Teacher you are required to carry out professional duties including the responsibility for a designated class, the day-to-day work and management of the class and the safety of the pupils, with regard to both on-site and off-site activities.

You need to be responsible and accountable for achieving the highest possible standards in work and conduct and also promote the aims and objectives of our school and maintain its philosophy of education, ensuring the promotion and safeguarding of the welfare of our children within school.

Main Duties and Key Responsibilities

Teaching

* Maintain an up to date knowledge and understanding of the professional duties and responsibilities of teachers and the statutory frameworks
* Plan teaching to achieve progression in pupils’ learning through identifying clear teaching objectives and content, appropriate to the subject matter and the pupils being taught, and specifying how these will be taught and assessed
* Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
* Regularly review the effectiveness of teaching and assessment procedures and their impact on pupils’ progress, attainment and well-being
* Maintain an awareness of pupils’ capabilities and prior knowledge and differentiate teaching appropriately to build on these, demonstrating knowledge and understanding of how pupils learn
* Have a clear understanding of the needs of all pupils, including those with special educational needs, gifted and talented, EAL, disabilities and be able to use and evaluate distinctive teaching approaches to engage and support them
* Use an appropriate range of observation, assessment, monitoring and recording strategies as a basis for setting challenging learning objectives for pupils of all backgrounds, abilities and dispositions, monitoring learners’ progress and levels of attainment
* Give pupils regular feedback, both orally and through accurate marking, and encourage pupils to respond to the feedback, reflect on progress, their emerging needs and to take a responsible and conscientious attitude to their own work and study
* Use relevant data to monitor progress, set targets, and plan subsequent lessons
* Set homework and plan other out of class activities to consolidate and extend the knowledge and understanding of pupil

General

* Contribute to the development, implementation and evaluation of the school’s policies, practices and procedures to support the school’s values and vision
* Communicate effectively with parents/carers with regard to pupils’ achievements and well-being using school systems/processes as appropriate
* Participate fully in CPD activities and appraisal arrangements
* Support the climate for learning, improve the school’s ethos and develop further the culture of achievement and high expectation
* Play a key role in assemblies, open evenings and other major School events
* Develop effective working relationships with schools, partners, and other agencies
* Act as a positive role model to other staff, maintaining high professional standards and high levels of care for pupils
* Undertake any other duties as directed by the Principal.

Behaviour and Safety

* Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
* Manage classes effectively, using approaches which are appropriate to pupils’ needs in order to inspire, motivate and challenge pupils
* Establish a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
* Have high expectations of behaviour, promoting self-control and independence of all learners
* Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

Team Working and Collaboration

* Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
* Manage classes effectively, using approaches which are appropriate to pupils’ needs in order to inspire, motivate and challenge pupils
* Establish a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
* Have high expectations of behaviour, promoting self-control and independence of all learners
* Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures.

Job Specification

* Excellent primary teacher, with qualified teacher status
* A clear philosophy of primary education which puts the child at the centre of the process
* Committed to meeting the needs of children whatever their ability or background
* A belief that primary education should be a lively, stimulating, enjoyable experience which achieves high standards
* Committed to working with parents, colleagues and other agencies in a positive and constructive manner
* Good communication skills
* A commitment to continuing professional development, and evidence of recent relevant training
* Experience of working with children with SEN
* Prepared to be involved in the whole life of the school
* A good understanding of a range of recorded behaviour management strategies
* An awareness of the principles of ‘Assessment for Learning’ and a commitment to effective assessment
* Able to plan for progression across the ability range, designing effective learning opportunities across a series of lessons
* Work effectively with teaching assistants to ensure effective support for all children
* An awareness of the need to safeguard children (DBS check will be required)
* Perform other Duties as assigned
* Maintain high standards of professional conduct and personal appearance and to work as a positive team player, demonstrating mutual respect and integrity for others whilst maintaining open and effective communication at all levels within the business.

Disclaimer

The job duties, elements, responsibilities, skills, functions, educational factors and the requirements and conditions listed in this job description are representative only and not exclusive of the tasks that any employee may be required to perform. Pinnacle Learning Trust reserves the right to revise this job description at any time.

Acknowledgement of Receipt

I have received a copy of this job description and acknowledge that it forms part of the terms and conditions of my contract of employment with Werneth Primary School.

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| **Signed:** |  |
| **Name (please print):** |  |
| **Date:** |  |

*Werneth Primary School is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment in every aspect of their work.*

The Pinnacle Learning Trust is an equal opportunities employer