



Job description: Class Teacher

Job details

School: Sherwell Valley Primary School

Salary / grade: Main or UPS

Hours: 1265 hours annually for 195 days a year AND such reasonable additional hours as may be necessary to enable the effective discharge of the teacher's professional duties

Contract type: Full Time - Permanent

Responsible to: Headteacher

Responsible for: Support staff assigned to them and, where appropriate, other teachers

Main purpose – Inspiring one another to achieve our potential

1. Provide highly effective teaching and care for a class of pupils
2. Make an effective contribution to the overall development of the school

Duties and responsibilities

Teaching

- Plan and teach lessons to the classes they are assigned to teach within the context of the school's plans, curriculum and schemes of work.
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils.
- Where appropriate, participate in arrangements for preparing pupils for external examinations.

Whole school organisation, strategy and development

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures in such a way as to support the school's values and vision.
 - Work with others on curriculum and/or pupil development to secure co-ordinated outcomes.
 - On occasion, supervise and so far as practicable teach any pupils where the person timetabled to take the class is not available to do so.
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Health, safety and discipline

- Promote the safety and well-being of pupils.
- Maintain good order and discipline among pupils.

Management of staff and resources

- Direct and supervise support staff assigned to them and, where appropriate, other teachers*
- Contribute to the recruitment, selection, appointment and professional development of other teachers and support staff*
- Deploy resources delegated to them.

Professional development

- Participate in arrangements for the appraisal and review of their own performance and, where appropriate, that of other teachers and support staff*
- Participate in arrangements for their own further training and professional development and, where appropriate, that of other teachers and support staff including induction*

Communication

- Communicate with pupils, parents and carers.

Working with colleagues and other relevant professionals

- Collaborate and work with colleagues and other relevant professionals within and beyond the school.

Please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

Notes

*The scope of application of these general duties and responsibilities will depend on the teacher's career stage. In this school the usual expectation of UPS teachers will be that they either take the role of named senior teacher within a year group or that they lead one of our faculty teams. In either case, impact on other teachers will be included.

This job description may be amended at any time in consultation with the postholder.

Last review date: 27th March 2017]

Next review date: 1st September 2018

Headteacher signature: _____

Date: _____

Postholder's signature: _____

Date: _____