



## Forestdale Primary school Job Description – Class Teacher–

### Main purpose

The teacher will:

- Fulfil the professional responsibilities of a teacher, as set out in the School Teachers' Pay and Conditions Document
- Meet the expectations set out in the Teachers' Standards

### Duties and Responsibilities

#### School Culture and Behaviour

- Uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school
- Have proper and professional regard for the ethos, policies and practices of the school, and maintain high standards of attendance and punctuality
- Understand and act within the statutory frameworks setting out their professional duties and responsibilities
- Make a positive contribution to the wider life and ethos of the school
- Willingness to run a school club that enriches pupils' experiences beyond the classroom

#### Teaching, Curriculum and Assessment

- Plan and teach well-structured lessons to assigned classes, following the school's plans, curriculum and schemes of work
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils, making accurate and productive use of assessment
- Adapt teaching to respond to the strengths and needs of pupils
- Set high expectations which inspire, motivate and challenge pupils
- Promote good progress and outcomes by pupils
- Demonstrate good subject and curriculum knowledge
- Work with others on curriculum and pupil development to secure co-ordinated outcomes
- Work with school leaders to track and improve the progress of individual children
- Report to parents on the development, progress and attainment of pupils through written reports and attendance at consultation evenings

#### Additional and special educational needs (SEN) and disabilities

- Promote a culture and practices that allow all pupils to access the curriculum
- Have ambitious expectations for all pupils with SEN and disabilities
- Work effectively with parents, carers and professionals to identify additional needs, and provide support and adaptation where appropriate
- Model inclusive classroom practice, working within the SEND Code of Practice to meet the needs of children with SEND, children categorised as disadvantaged and extending learning opportunities for higher attaining pupils.

#### Management of staff and resources

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

#### Professional Development

- Take part in the school's appraisal procedures

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|  | <ul style="list-style-type: none"> <li>• Take part in further training and development in order to improve own teaching – including taking part in the school’s coaching and mentoring programme</li> <li>• Take part in the appraisal and professional development of others, where appropriate</li> <li>• Have good subject knowledge and keep up to date with developments in education</li> <li>• Seek training and continuing professional development to meet own needs</li> </ul>   |
| <b>Behaviour and Safeguarding</b>                            | <ul style="list-style-type: none"> <li>• Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies</li> <li>• Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary</li> <li>• Promote the safeguarding of all pupils in the school</li> <li>• Promote the safety and wellbeing of pupils</li> <li>• Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment</li> </ul>  |
| <b>Governance, accountability and working in partnership</b> | <ul style="list-style-type: none"> <li>• Work with the governing board as appropriate</li> <li>• Ensure the school effectively and efficiently operates within the required regulatory frameworks and meets all statutory duties</li> <li>• Work successfully with other schools and organisations</li> <li>• Maintain excellent working relationships with fellow professionals, colleagues and all stakeholders including parents to improve educational outcomes for all pupils</li> <li>• Model active involvement in all aspects of the life of the school both within and beyond the statutory curriculum, including extra-curricular activities, parent workshops and community events</li> </ul> |
| <b>Health and Safety</b>                                     | <ul style="list-style-type: none"> <li>• Every employee is responsible for their own Health &amp; Safety, as well as that of colleagues, service users and the public.</li> </ul>  |