

# **WATLING STREET PRIMARY SCHOOL**

## **JOB DESCRIPTION – MAIN SCALE TEACHER**

### **Post Title: Class Teacher**

#### **Purpose:**

To support the vision, ethos and policies of the school to promote high standards and levels of achievement in teaching groups/class.

**Reporting to:** Member of SLT

**Line Management:** Headteacher

**Accountability:** Accountable for the standards and achievement within the class/ability groups.

All teachers are subject to the conditions of employment set out annually in the School Teachers' Pay and Conditions Document. These detail the professional and particular duties required of teachers, together with requirements for Management time, Working time, guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers.

Additional, STPCD requires all teachers to be involved in:

- Advising and co-operating with the headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes
- Teaching, assessment and pastoral arrangements
- Taking any such part as required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school
- Co-ordinating or managing the work of other staff.

### **A. Planning, teaching and class management**

#### **to:**

Teach allocated pupils by planning their teaching to achieve progression of learning

through:

- Meeting the standards outlined in the Professional Standards for Teacher 2007
- Identifying clear teaching objectives and specifying how they will be taught and assessed.
- Identifying clear success criteria for all tasks
- Setting tasks which will challenge pupils and ensure high levels of interest
- Setting appropriate and demanding expectations
- Setting clear targets, building on prior attainment
- Identifying SEN or very able pupils
- Provide clear structures for lessons maintaining pace, motivation and challenge
- Make effective use of assessment and ensure coverage of programmes of study
- Ensure effective teaching and best use of available time
- Monitor and intervene to ensure sound learning and discipline
- Use a variety of teaching methods to;
  - I. Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
  - II. Use effective questioning, listen carefully to pupils, give attention to errors and misconceptions
  - III. Select appropriate learning resources and develop study skills through the use of I.C.T, and other sources;
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- Evaluate their own teaching critically to improve effectiveness;

## **B. Monitoring, assessment, recording, reporting**

to:

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching
- Evaluate lesson plans in light of assessments and make appropriate changes
- Mark and monitor pupils' work and set targets for progress
- To be accountable for pupils' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses to inform planning and recognise the level at which the pupil is achieving

- Ensure appropriate support and intervention programmes are used to address pupil underachievement
- Prepare and present informative reports to parents

### **C. Other professional requirements**

to:

- have a working knowledge of Teachers' professional duties and legal liabilities
- operate at all times within the stated policies and practices of the school
- establish effective working relationships and set a good example through their presentation and personal and professional conduct
- endeavour to give every child the opportunity to reach their potential and meet high expectations
- ensure high levels of Health and Safety at all times
- ensure all safeguarding procedures are followed
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school
- take responsibility for their own professional development and duties in relation to
  - I. school policies and practices
  - II. liaise effectively with parents and governors
  - III. take on any additional responsibilities which might from time to time be determined.

**Main scale teachers will be asked to collaborate in the development of teaching, standards and improvement work in specified subject(s) or areas.**

Over time this might reasonably include:

- Reviewing and developing of curriculum policy in the subject(s)
- Monitoring and evaluating the quality of planning in the Subject(s) by other teachers
- Observing teaching in the subject(s) in order to evaluate strengths and areas for further development, or the impact of school improvement work

- Evaluating relevant assessment information for individuals, groups or cohorts
- Suggesting issues in the subject(s) for further development
- Reviewing and co-coordinating the usage of resources in the subject(s)
- Providing advice and supporting new staff in the subject(s)
- Reporting on progress, achievement and standards in the subject(s) to staff, governors or parents
- Arranging and promoting relevant subject activities to promote pupils' enthusiasm and interest