

JOB DESCRIPTION

POST TITLE: Lower Key Stage Two Classroom Teacher – Maternity Cover



Post:	Lower Key Stage Two Classroom Teacher (Years 3 and 4)
Grade:	M1-6 / UPS 1-3 (depending on experience)
Location:	Cotherstone Primary School
Responsible To:	Head teacher/Deputy Head Teacher
Job Purpose	To undertake all the professional duties of a teacher, and to be fully compliant in all aspects of the Teacher Standards, and to operate in line with the Federation's Vision, Values, Policies and Practices, under the direction of the Head Teacher.

Main purpose of the job:

- Be responsible for the learning and achievement of all pupils, ensuring equality of opportunity for all
- Be responsible and accountable for achieving the highest possible standards in work and conduct
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interests of pupils
- Ensure our school's vision: Believe, Aspire, Thrive, Together is realised and at the centre of all school decisions
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current *School Teachers Pay and Conditions Document and Teacher Standards (2012)*
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

Teaching

- Have a secure knowledge of the relevant subjects of the national curriculum and personalise the curriculum to the children
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate, to promote a love of learning
- Be accountable for the attainment, progress and outcomes of pupils you teach
- Be aware of pupils' capabilities, their prior knowledge and plan teaching and adapt it 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; more able; EAL and be able to use 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
- Make accurate and productive use of assessment to secure pupils' progress
- 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 pupils have acquired as appropriate

Behaviour and Safety

- Establish a safe, purposeful and stimulating environment for pupils, rooted in mutual respect and follow the school's Behaviour Policy consistently and fairly
- Use approaches which are appropriate to pupils' needs in order to inspire, motivate and challenge pupils
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of pupils
- Have high expectations of behaviour, promoting responsibility 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

- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- Contribute to the professional development of other teachers and support staff as necessary
- Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school

Fulfil wider professional responsibilities

- Make a positive contribution to the wider life and ethos of the school
- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and well-being using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies
- Undertake any other duties under the reasonable direction of the Headteacher
- To prepare policies and plan schemes of work to ensure continuity and progression throughout the school.

CPD:

- To participate in relevant in professional development and support teachers to develop the subject in the school.