



## Shottery St Andrew's CE Primary School

### Job Description - Post: Class Teacher ( Maternity Cover)

**Salary: Mainscale**

**Full Time. Staff meetings are held on Wednesdays. All teachers are required to attend.**

The appointment is subject to the current conditions of employment for Teachers contained in the School Teachers' Pay and Conditions Document, the School Standards and Framework Act, the required standards for Qualified Teacher Status and other current legislation.

This job description may be amended at any time following discussion between the Head teacher and member of staff.

### Job purpose

The teacher will:

- Teach a class and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs and comply with school policy.
- Maintain the positive ethos and core values of the school , both inside and outside the classroom;
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors.
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Have a working knowledge of

- The national conditions of employment for school teachers as set out in the current copy of the School Teachers' Pay and Conditions.
- The national standards for Qualified Teacher Status.

### Duties

The teacher will

- Implement agreed school policies and guidelines
- Support initiatives decided by the headteacher and staff
- Plan appropriately to meet the needs of all pupils, through differentiation of tasks.
- Mark a variety of work, celebrating success and giving areas for improvement
- Be able to set clear targets, based on prior attainment, for pupils' learning

- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils.
- Keep appropriate and efficient records, integrating formative and summative assessment into weekly and termly planning.
- Report to parents on the development, progress and attainment of pupils through termly written reports and parent consultation meetings.
- Maintain good order and discipline amongst pupils, in accordance with the school's behaviour policy.
- Take part in and contribute to meetings that relate to teaching/curriculum; co-operate with and, where appropriate, advise the headteacher and other colleagues in the review, development and management of named subject/subjects in the school.
- Communicate and co-operate with specialists from outside agencies.
- Plan for, organise and direct the work of support staff within the classroom.
- Participate in the performance management system for the appraisal of their own performance.
- Take a full and active part of school life including attending after school events as reasonably required.
- Act as subject leader for a core subject and a foundation subject.

**This is a fixed term position covering a maternity leave commencing mid September 2018 and with likely termination at the end of the May half term 2019.**