



OATLANDS INFANT SCHOOL JOB DESCRIPTION- TEACHER

POST HELD: Class Teacher

SALARY SCALE: MPS

RESPONSIBLE TO: Headteacher

RESPONSIBLE FOR: Deployment of support staff allocated (where relevant)

JOB PURPOSE: To promote effective learning, appropriate achievement and educational, social and personal progress of all pupils for whom the teacher is designated as being responsible, consistent with the aims of the school and the unique needs of each individual.

GENERAL DUTIES:

1. Develop and maintain an up-to-date knowledge and understanding of the areas of teaching and pupil support for which post-holder is responsible.
2. Plan work to meet the learning needs of allocated pupils in a consistent and effective way.
3. Use appropriate teaching and classroom management strategies to motivate pupils and enable each to progress.
4. Monitor the progress of pupils for whom the postholder is responsible to set expectations and give constructive feedback.
5. Maintain appropriate records to demonstrate progress made by pupils.
6. Participate fully in professional development activities to develop practice further, sharing the learning from these as appropriate.
7. Make an active contribution to the policies and aspirations of the school.
8. Be responsible for promoting and safeguarding the welfare of children and young people that you are responsible for and come into contact with.
9. Be aware of and implement your health and safety responsibilities as an employee and where appropriate any additional specialist or managerial health and safety (responsibilities as defined in the Health and Safety policy and procedure).
10. Ensure services are delivered in accordance with the aims of the equality Policy Statement.
11. Develop own and team member's understanding of equality issues



12. To fulfill all of the requirements and duties set out in the current Pay and Conditions Documents relating to the conditions of employment of teachers.
13. To fulfill all of the responsibilities and duties required by the School's policies on teaching and learning.
14. To achieve any performance criteria or targets arising from the School's Performance Management arrangements.
15. Establish and lead the strategic development of a responsibility area consistent with the agreed aims and policies of the school.
16. Secure and sustain effective learning for pupils through leading the well-planned and effectively organised teaching within the responsibility area, including the professional development of staff.
17. Lead, manage and support staff and pupils within the responsibility area to sustain motivation and commitment to high standards of learning and care.
18. Plan and be accountable for the effective deployment of allocated resources to secure high quality learning experiences.
19. Advise the Headteacher and governors of suitable developments for the effective teaching in or management of the responsibility area.
20. Report to the Headteacher in accordance with school procedures.

Whilst this job outline provides a summary of the post, it is not a comprehensive list or description and the job will evolve to meet changing circumstances. Such changes would be commensurate with the grading and conditions of service of the post and would be subject to discussion and consultation. All staff are required to comply with the school's policies, procedures and ethos. In relation to Data Protection, Information Security and Confidentiality, all staff are required to comply with the school's policies and supporting documentation in respect of these issues.