**Ribchester St. Wilfrid’s C of E Primary School**



**Job Description for Y1/2 Class Teacher**

**Purpose of the post**

* To carry out the duties of a teacher as set out in the most recent School Teachers Pay and Conditions Document
* To teach children a high quality and appropriate curriculum which meets the requirements of the National Curriculum
* To support the vision and aims of Ribchester St Wilfrid’s C of E Primary School and contribute to the strong, Christian ethos.
* To contribute to the wider aspects of school life undertaking extra-curricular activities
* To share in the corporate responsibility for the well-being, safeguarding and discipline of all the pupils

**Primary Responsibilities**

* To meet the expected standard of a qualified teacher as outlined in the Professional Standards for teachers
* To meet the standards of the School’s Teaching and Learning Policy

**Professional Attributes**

* To ensure high standards of behaviour and share the corporate responsibility for the well-being, safeguarding and discipline of all pupils, in line with school policy
* To ensure highest standards of work and presentation in all areas
* To establish effective professional relationships within school, the Local Authority and with other agencies where appropriate and provide information as required
* To work effectively with support staff and other adults, deploying them where appropriate
* To communicate and collaborate effectively with learners, colleagues and parents
* To provide a professional and positive role model in terms of personal presentation, attendance, timekeeping and behaviour
* To take responsibility for own professional development, keeping up to date with current research and development and committed to lifelong learning
* To participate in the performance management system for the appraisal of their own performance

**Professional Knowledge and Understanding**

* To keep an up to date knowledge and understanding of a range of teaching and behaviour management strategies
* To know the assessment and monitoring requirements, arrangements and approaches for all curriculum areas
* To have a secure knowledge and understanding of all curriculum areas and frameworks and relevant initiatives
* To identify able, gifted and talented pupils and those with special educational needs, working with both the SEN Coordinator and parents to give positive and targeted support where needed
* To have regard to equal opportunities and inclusion at all times
* To know the requirements, arrangements and policies for the safeguarding and well-being of all children

**Professional Skills**

* To plan, monitor and evaluate effective and differentiated programmes of work, including homework. This should be in accordance with agreed methods, schemes and policies of the school
* To accept responsibility for effective teaching and organisation of the class/groups of children as required by the head teacher
* To review the effectiveness of own teaching and its impact on the learners attainment and well being
* To assess, record and report on children’s development, progress and attainment, setting clear targets which build on prior attainment
* To create and maintain a well-organised, stimulating, safe and tidy learning environment providing a high standard of display both in the classroom/work area and around the school
* To review the impact of feedback provided to learners
* To plan opportunities to contribute to pupil’s spiritual, moral, social, emotional and cultural development ensuring the well-being of all children
* To contribute to the development of the curriculum by taking an active part in staff discussions, planning, evaluation and inset, to ensure the co-ordination of the work of the school as a whole
* To develop positive relationships with parents and meet with them at parents evenings and as necessary throughout the year to share targets and review progress
* To write end of year reports
* To plan, set and assess homework
* To work as a team member with colleagues

**Other Duties**

* To contribute to documents relating to procedures within school and to review such procedures with other teachers
* To liaise with the official agencies concerned with the welfare of children and to inform the named person of any children in need of protection because of abuse or neglect
* To undertake an equal share of playground duties and rota duties for school activities and be willing to take part in extra-curricular activities
* To attend and participate in staff meetings and INSET as requested by the head teacher
* To attend and participate in planning meetings with colleagues as required
* To pay due attention to work times as detailed in staff conditions policy documents
* To undertake any other task the head teacher may require which can be deemed reasonable for the efficient running of the school

Signed: Date: