



“Belonging, Serving, Succeeding”

Appointment for the Post of: Reception Class Teacher (Maternity Cover)

Banks St Stephen's CE Primary School

Salary: Teachers Pay Scale

JOB DESCRIPTION

You are required to carry out the duties of a school teacher as set out in the Schoolteachers' Pay and Conditions Document and with regard to the current *School Teachers' Pay and Conditions Document (2015)*.

The post requires you to teach pupils in Reception and, having due regard to the requirements of the EYFS Statutory Framework, the SEN Code of Conduct, the School's Mission Statement, Aims, Objectives and Schemes of Work and any policies of the Governing Body.

You are required to carry out such duties which form part of the Schoolteachers' Pay and Conditions Document as the Headteacher may reasonably direct from time to time.

All staff and volunteers at Banks St Stephen's C of E Primary School have a responsibility for, and must be committed to, safeguarding and promoting the welfare of children and young people and for ensuring they are protected from harm.

MAIN PURPOSE

- To carry out the professional duties of a teacher in accordance with the latest School Teachers' Pay and Conditions Document and the school's policies under the direction of the Head Teacher.
- To meet the expected standard of a qualified teacher as outlined in the Professional Standards for teachers
- To safeguard and promote the welfare of children
- Uphold and demonstrate the school's Christian ethos and values

KEY RESPONSIBILITIES AND TASKS – PLANNING AND TEACHING

- Demonstrate consistently excellent teaching through an analytical understanding of how pupils learn and of the core features of successful classroom practice and curriculum design, leading to rich curriculum opportunities and pupils' well-being
- Ensure pupils engage with their learning
- Have high expectations for all pupils

- Plan lessons that build that build on prior attainment
- Ensure that all groups of pupils are appropriately challenged and have their learning needs met
- Evaluate and reflect on practice to improve effectiveness
- Ensure the effective and efficient deployment of teaching assistants
- Communicate well with parents

KEY RESPONSIBILITIES AND TASKS – CLASSROOM MANAGEMENT

- Maintain a well organised environment that reflects the learning taking place
- Maintain good discipline in accordance with the school's behaviour policy
- Promote the general well-being of pupils and ensure that social and emotional aspects of learning are effective
- Provide good pastoral support for pupils

MONITORING, ASSESSMENT, RECORDING AND REPORTING

- Mark and monitor pupils' work following the school's feedback and marking policy
- Assess, track and record pupils' progress in line with the school's policy
- Use the outcomes of assessment to inform and improve future practice
- Ensure reporting policies and procedures are followed
- Manage, monitor and evaluate achievement, teaching and learning, and the behaviour and safety of the pupils

Teachers are expected to participate positively in meetings and take personal responsibility for their own professional development.

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