



St Patrick's Catholic Primary School

Job Description

Post Held: Full Time Permanent Teacher in Year 4

Salary Scale: MPS/UPS

GENERAL DUTIES

You are required to carry out the duties of a teacher, as set out in part X11 of the conditions of employment for teachers in the School Teachers Pay and Conditions Document. The post requires you to teach pupils and carry out the professional duties of a teacher under the reasonable direction of the Headteacher of the school. These include the following general responsibilities:

1. Work as a class teacher in Year 4 providing an effective, relevant, meaningful and balanced curriculum for all pupils.
2. To take the lead role in the planning and organisation of the curriculum, including classroom management and organisation of resources
3. Establish and maintain good relationships with colleagues, working as part of the team in all aspect of school development, to ensure effective transition between classes and, where appropriate, key stages.
4. Plan, prepare and assess pupils' learning and record pupils' development, progress and attainments, keeping records of children's progress in line with school policy.
5. Mark, plan and deliver a quality of education that matches the needs of all pupils in your class.
6. Provide a stimulating and effective learning environment:
 - keep the classroom tidy
 - provide resources which are easily accessible to the children and supportive of their learning
 - have due regard for health and safety issues

7. Work in partnership with parents/carers in providing a quality educational experience for all children.
8. Participate in whole school curriculum developments through staff meetings and Continuing Professional Development.
9. Have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Local Authority and the school's safeguarding policy.
10. To implement Equal Opportunities in all aspects of school life.
11. Provide direction/supervision for other adults providing support for children in your class.
12. Attend assemblies, register the attendance of pupils and supervise pupils.
13. To attend school events and functions in your role as wider professional duties as required.
14. To have due regard to the school's aims, objectives and schemes of work, and any other policies of the Governing Body.
15. To work with the Headteacher to maintain the Catholic Ethos of the school.
16. To share the corporate responsibility for the well being and discipline of all pupils.
17. To work towards the teaching standards set out in the appraisal process.

SPECIFIC RESPONSIBILITIES

- Subject Coordination – Subject to be agreed