

Name High Lawn Primary School

Title Class Teacher – Full Time

Salary Grade Main Scale

Purpose of the Job

- To be a primary school teacher

Directly responsible to:

- The Head Teacher, the Deputy Head Teacher and the Governing Board.

Principal Responsibilities

- The professional duties of a teacher are those set out in the current Teachers' Pay and Conditions document.

Main Duties

- Those duties listed in the current Teachers' Pay and Conditions document.
- Meeting Performance Management objectives

Pastoral Duties

- To take a role with regard to discipline and pastoral care within the framework of the agreed and adopted policies
- To offer support and guidance to staff, parents and pupils

Academic Duties

- To act as lead subject co-ordinator for a designated area throughout school (if appropriate).
- To work collaboratively with a subject based team (if appropriate).

Customer Care

- To provide quality services that are what our parents/carers and pupils want and need
- To give parents/carers and pupils the opportunity to comment or complain if they need to
- To work with parents/carers and pupils and do what needs to be done to meet their needs
- To inform the Head Teacher about what parents/carers and pupils say in relation to the services delivered

Continuing Professional Development

- To make every effort to access development opportunities and ensure you spend time with the school CPD co-ordinator or your staff development team leader in order to identify your development needs.
- To be ready to share learning with others
- To participate in five staff training days each academic year

Valuing Diversity

- To accept everyone has a right to their distinct identity.

- To treat everyone with dignity and respect and to ensure that what all members of our school tell us is valued by reporting back to the school
- To be responsible for promoting and participating in the achievement of the school valuing diversity ethos

The post holder may reasonably be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.

Signed : _____ Date : _____