



'Excellence, Truth & Grace'

JOB DESCRIPTION

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| Job Title: * | KS2 ClassTeacher |
| Grade: * | MPR1 – UPR3 |
| School/Service: | Middleton Parish Church School |
| Responsible to: | Headteacher and Deputy Headteacher |
| Liaising with: | Headteacher, Leadership Group, teaching staff, support staff, parents, LA representatives and external agencies |
| Hours of Duty: | Full time as specified within the school Teachers' Pay and Conditions Document |
| Any Special Conditions of Service: | The School operates a No Smoking Policy for all its employees. The post-holder will be required to attend occasional evening meetings |
| DBS Disclosure Level: | Enhanced |

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Appointment to this post is subject to a Disclosure and Barring Check

It is a requirement of the post that the successful candidate will be required to complete a Childcare (Disqualification) Disclosure Form.

PURPOSE AND OBJECTIVES OF THE POST

1. Under the direction of the Headteacher, carry out the professional duties of a school teacher as set out in the current School Teachers' Pay and Conditions document
2. Teach in accordance with the ethos, organisation and policies of the school as a fully committed member of the teaching team and as detailed in the specific duties below

CONTROL OF RESOURCES

Personnel

To be responsible for the direction, support and motivation of self and any staff under post-holders control.

Financial

To work in accordance with Financial Regulations and procedures of the School.

Equipment/Materials

To be responsible for the safe use and maintenance of equipment/materials used by the post-holder.

To adhere to the School rules and regulations relating to the use of ICT, e-mail and intranet/internet access.

Health/Safety/Welfare

Responsible for the safeguarding of children as an integral element of the role. Responsible for the health, safety and welfare of self and others in accordance with **School's** Health & Safety policies and procedures and current legislation. Responsible for the well-being of self and others, working with the school's wellbeing policy

Equal Opportunities

To work in accordance with the Authority's/School's Policy relating to the promotion of Equal Opportunities.

Training and Development

The post holder will be responsible for assisting in the identification and undertaking of his/her own training and development requirements in accordance with the School's Performance Management Framework.

RESPONSIBILITIES

The post-holder must:

1. Perform his/her duties in accordance with School's Equal Opportunities Policy.
2. Ensure that School's commitment to public service orientation and care of our customers is provided.
3. Be able to render an efficient service whilst undertaking the duties of this post.

PRINCIPAL DUTIES

School Ethos

1. Work with the Headteacher and colleagues in promoting and embodying the positive ethos and culture of this church school, securing its vision and values with all members of the school community and ensuring an environment for teaching and learning that enables both staff and children to achieve their highest potential.
2. Actively support the school's policies relating to diversity, equality, health, inclusion, prevent safe guarding, safety and wellbeing.
3. Actively support the development and implementation of the School Development Plan.
4. Promote the school and celebrate its success at every opportunity.

Curriculum Planning and Provision

1. Help develop and maintain the curriculum in line with the National Curriculum and school policies to meet the needs of individual children.
2. Work with other members of staff to ensure that all pupils are catered for within the curriculum.
3. Monitor and evaluate the curriculum offered and review the appropriate planning, assessment, record keeping and procedures, as and when requested.
4. Under the direction and guidance of the Leadership Group, actively contribute to support the development of and planning for specified curriculum areas of learning.
5. Ensure efficient use and maintenance of all teaching resources and ensure all available resources are used effectively to support the curriculum.

Teaching and Learning

1. Produce coherent lesson plans that ensure continuity and progression, take account of the individual needs of pupils and encourage the development of independent learners.
2. Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.
3. Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising achievement and attainment.
4. Develop, maintain and use resources appropriate to chosen learning objectives.
5. Ensure the effective deployment of teaching assistant support.
6. Assess and evaluate children's learning to inform future planning, teaching and learning activities and participate in pupil progress meetings.
7. Create and maintain an orderly, safe stimulating and informative classroom environment
8. Maintain good practice and implement changes in accordance with developments in educational theory and practice.
9. Set pupil targets, assess progress and maintain records in accordance with school policy.

Pastoral Care

1. Develop positive relationships with all children based on their achievements and promote their general progress and wellbeing and participation in all aspects of school life.
2. Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour.
3. Alert the Leadership Group of more complex problems experienced by pupils as appropriate, making recommendations as to how they may be resolved.
4. Ensure the School Behaviour Policy is implemented following appropriate consultation with pupils and relevant staff.

Parental Involvement and Partnership Working

1. Report appropriately to parents on the needs and progress of their children.
2. Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns.
3. Uphold the school's well-established links with the local community, Piramidd collaborative of schools, the Local Authority and other agencies.
4. To fully engage and support our rich links with our local church, displaying and promoting 'Excellence, Truth & Grace' at every opportunity

Performance Management and Professional Development

1. Engage actively with the annual appraisal process in accordance with the school's policy.
2. Take a shared responsibility for continuing professional development opportunities.
3. Ensure colleagues receive information and feedback on professional development activities.
4. The ability to converse at ease with customers and service users and provide advice in accurate spoken English is an essential requirement of this post.

To undertake such other duties and responsibilities of an equivalent nature, particularly in response to the changing role of School, as may be determined by the School (or nominated representative) from time to time in consultation with the post-holder and, if he/she so wishes, with his/her trade union representative.

This job description is current at the date below but will be reviewed on an annual basis and following consultation with you, may change to reflect or anticipate changes in job requirements, which are commensurate with the job title and grade.

October 2024

