

**NEWLANDS SCHOOL**  
**JOB DESCRIPTION: TEACHER**  
**MAINSCALE + SEN 1**



## 1. INTRODUCTION

**1.1 Name of Postholder:**

**1.2 Job Title:** Class Teacher

**1.3 Job Purpose:** Under the reasonable 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.

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.

Monitor and support the overall progress of pupils in their learning.

**1.4 Line Management:** Reporting to – Assistant Head / Deputy Head /Headteacher  
Responsible for – specified TAs

**1.5 Liaising With:** Headteacher, senior leadership team, teachers, support staff, parents, LEA representatives, external agencies.

**1.6 Salary Scale:** Classroom Teachers' Pay Scale plus SEN1

**1.7 Working Time:** Full time as specified within the School Teachers' Pay and Conditions Document

**1.8 CRB Disclosure Level:** Enhanced

## 2. SCHOOL ETHOS

- 2.1 Play a full part in the life of the school community supporting its' distinctive ethos.
- 2.2 Actively support the school's corporate policies relating to equality and diversity, inclusion and health, safety and well being.
- 2.3 Promote the school and celebrate its success at every opportunity.
- 2.4 Support the school in meeting its requirements for worship.
- 2.5 Follow the Staff Code of Conduct and all Safeguarding advice and guidance.

### **3. CURRICULUM PLANNING AND PROVISION**

- 3.1 Help develop and maintain a curriculum in line with the National Curriculum and school policy to meet the needs of individual children within your class.
- 3.2 Work with other members of staff in the special and colocated school to promote inclusion within the curriculum.
- 3.3 Monitor and evaluate the curriculum offered and review appropriate planning, assessment, record keeping and reporting procedures, as and when requested.
- 3.4 Ensure efficient use and maintenance of all material teaching resources within your classroom area and working environment and ensure available resources are used effectively to support the curriculum.

### **4. TEACHING AND LEARNING**

- 4.1 Produce coherent lesson plans which ensure continuity and progression, take account of the individual needs of pupils and encourage the development of independent learners.
- 4.2 Employ a range of suitable teaching and learning strategies and styles to ensure effective learning.
- 4.3 Present appropriately demanding subject content, skills and understanding in a clear and stimulating manner, thereby motivating and sustaining the interest of pupils and raising levels of attainment.
- 4.4 Develop, maintain and use resources appropriate to chosen learning objectives.
- 4.5 Ensure the effective deployment of teaching assistant support in the classroom, maintaining positive working relationships.
- 4.6 Analyse and evaluate children's learning and assessment to inform future planning and teaching and learning activities.
- 4.7 Create and maintain an orderly, safe, stimulating and informative classroom environment.
- 4.8 Maintain good practice and implement changes in accordance with developments in educational theory and practice.
- 4.9 Seek continuing professional development
- 4.10 Set pupil targets, assess progress and maintain records in accordance with school policy.
- 4.11 work collaboratively with teaching colleagues, sharing good practice

### **5. PASTORAL CARE**

- 5.1 Develop positive relationships with all children based on their achievements and promote their general progress and well-being and participation in all aspects of school life.
- 5.2 Maintain a positive approach to child management, supporting the school's policies relating to attendance, punctuality and behaviour. Support a Team Teach approach.

- 5.3 Alert line manager or senior management of any more complex problems experienced by pupils as appropriate, making recommendations as to how they may be resolved.
- 5.4 Ensure a class code of conduct is implemented following appropriate consultation with pupils and relevant staff.
- 5.5 Maintain a system of rewards and sanctions which is understood and appreciated by pupils and parents.

**6. PARENTAL INVOLVEMENT AND PARTNERSHIP WORKING**

- 6.1 Report appropriately to parents on the needs and progress of their children.
- 6.2 Encourage the involvement of parents in the education of their children and respond promptly to queries and concerns.
- 6.3 Contribute to the development of the school's links with the local community and other schools.

**7. PERFORMANCE MANAGEMENT AND PROFESSIONAL DEVELOPMENT**

- 7.1 Engage actively with the annual performance management review process, in accordance with the school's policy.
- 7.2 Take a shared responsibility for your own continuing professional development by participating in a range of appropriate professional development opportunities.
- 7.3 Ensure colleagues receive information and feedback on professional development activities undertaken.
- 7.4 Take an active part in the development of the school, including developing specialist areas of interest

**8. SIGNATURES**

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

Signed .....  
(Teacher)

Signed .....  
(Headteacher)

Dated .....  
(Teacher)

Dated .....  
(Headteacher)