|  |  |
| --- | --- |
| **Job Title:** | **Teacher** |
| **Department:** | **Luton Primary School** |
| **Hours of Work** | **Full Time** |
| **Payscale** | **MPS/UPS** |
| **Commencement of Post** | **September 2022** |

1. **PURPOSE**
2. The conditions of employment laid down in School Teacher’s Pay and Conditions Document specify the requirements, general and professional duties of teachers other than Headteachers.
3. To take responsibility for planning and implementing appropriate work programmes for all children in the designated class within the framework of national and school policies.
4. To maintain assessment records and report on pupils’ progress to senior staff and to parents and carers, in accordance with school policy.
5. **ACCOUNTABILITY**
6. To plan work for the class in accordance school curriculum policies and in co-operation with subject and senior leaders to ensure that the children experience a broad, balance, relevant and stimulating curriculum.
7. To ensure a close match between the learning experience offered and the individual needs of the children in the class so as to give each child an opportunity to achieve to the maximum of his/her capability.
8. To make appropriate educational provision for children with barriers to learning with support from the Inclusion Manager/SENCo.
9. Where possible to make sure that the majority of the children’s work is closely linked to first-hand practical experience.
10. To provide children with opportunities to manage their own learning and become independent learners.
11. To create a secure, happy and stimulating classroom environment, maintaining the highest standards of organisation and discipline.
12. To foster each child’s self-image and esteem and establish relationships which are based on mutual respect.
13. To maintain a high standard of display both in the classroom and in other areas of the school.
14. To arrange for resources, equipment and materials to be available in such a way that they are properly cared for, easily accessible and will encourage the children to become more responsible for their own learning.
15. To work closely with colleagues to undertake medium and short term planning and the implementation of agreed schemes of work.
16. To assess children’s progress, maintain records and provide written reports to parents and carers in accordance with school policies.
17. To communicate and consult with parents and carers and with outside agencies, as necessary, about children’s progress and attainment.
18. To ensure that the school’s aims and objectives in relation to the curriculum, equal opportunities and discipline are promoted in every day classroom organisation and practice.
19. To establish a good working rapport with teaching assistants, liaising successfully with them to ensure they are effective in supporting children with their learning.
20. To increase professional knowledge and skills by attending appropriate INSET and meetings.
21. To take responsibility for a curriculum subject as agreed with the Headteacher by promoting the teaching of the agreed subject throughout the school according to the requirements of the national curriculum and any other new initiatives from the DfE.
22. To participate in Performance Management.
23. To undertake any other reasonable and relevant duties in accordance with the changing needs of the school.
24. **ORGANISATION**
25. The postholder will be line managed by their Phase Leader.
26. The post holder will have daily contact with staff, pupils and parents throughout the school and, Governors, LA and outside agencies.
27. **FINANCIAL ACCOUNTABILITIES**

The postholder will have not financial responsibilities.

1. **WORKING ENVIRONMENT**

The post will be based within the school

1. **PERSON SPECIFICATION**
2. Will be a Qualified Teacher with QTS
3. Will have secure knowledge of the National Curriculum
4. Evidence of continuing professional development
5. Meet the Teachers’ Standards
6. Successful record of teaching experiences in the appropriate key stage.
7. Confident use of ICT in teaching and learning.
8. Know and understand what is required to safeguard children
9. Ability to demonstrate an understanding of equal opportunities
10. Work as a successful member of a team
11. Flexible attitude
12. Have high expectations of children including a commitment to ensuring that they can achieve their full educational potential and to establishing fair, respectful trusting supportive relationships with them.
13. Participate in and add to the life of the school
14. Ability to management change

This job description is subject to review by the Headteacher in consultation with the postholder as appropriate to the changing needs of the school.