**Job Description**

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| **Job Title** | Class Teacher |
| **Responsible to** | Principal, Governors and appropriate personnel as defined within the school leadership and management structures |
| **Salary** | MPS/ UPS depending on experience  SEN 1/ SEN 2 depending on experience |
| **Responsible for** | To plan and deliver, within the context of the school’s curriculum framework and school improvement plan, an appropriate curriculum for the pupils of Meadowfield School |
| **Conditions** | Teacher Terms and Conditions |

**Job Context:**

Meadowfield School, identified as being outstanding in all areas by Ofsted (November 2014), is the District Special School for Swale meeting the needs of pupils with profound, severe and complex special needs (PSCN). Meadowfield School has an Observation and Assessment Nursery, Early Years, Primary, Secondary and 6th Form Departments. There are currently 250+ pupils on roll and there are plans for expansion.

**Job Purpose:**

To ensure the curriculum is:

* Broad and balanced and meets the declared aims of the school.
* Is appropriate to the individual learning needs of the pupils.
* Is responsive to the equalities policies of the school.
* Is within the timetable framework as planned by the leadership of the school, which will reflect national and local requirements.
* Inclusive and develop children’s learning.
* ****Promotes spiritual, moral, cultural and physical development.
* Promotes **British Values** and **PREVENT**.

**Assessment, Reporting and Recording:**

* To provide ongoing assessment of pupil’s progress in line with school procedures and practice.
* To maintain a high quality of teaching by ensuring consistent monitoring and evaluation of own practice.
* To provide reports on pupil’s progress annually and as required by school leadership, which meet both statutory and school requirements.

**Learning and Teaching:**

* To undertake a full teaching commitment within a class and across the key stages as required.
* To plan for children’s differentiated learning within the school’s planning framework using a variety of approaches and strategies.
* To maintain good order and discipline and a positive approach to the management of behaviour in keeping with the ethos promoted in the school’s policy on positive behaviour.
* To ensure that positive, trusting and supportive working relationships between pupils and colleagues are maintained.
* To manage, motivate, develop and support staff with the aim of effective delivery of the curriculum to pupils.
* To maintain an organised classroom environment suitable to the learning needs of the pupils and to contribute to display across the school with reference to the display policy.
* To maintain and develop appropriate and adequate resources for teaching.
* To ensure the health and safety of staff and pupils in accordance with school practice and policy.

**Parents and other agencies:**

* To have a positive approach to involving parents and carers in their child’s education.
* To provide parents and other with detailed information about their child’s progress as required.
* To engage parents in partnerships that will enhance the pupils’ cognitive, emotional, and social development.
* ****To liaise with parents, carers and support services as appropriate and in consultation with the Principal.
* To actively work within the safeguarding policy and practice of the school.
* To work in partnership with school based support services such as therapists.

**School Development:**

* To work within and towards the framework of the National Standards for Teachers.
* To lead on an area of the curriculum to be agreed with the school in line with school needs.
* To contribute actively in whole school and curriculum development within the context of the school improvement plan.
* To participate in continuing professional development.
* To keep abreast of general and national curriculum initiatives.
* To participate in working parties for the development, maintenance and evaluation of specific curriculum areas.
* To provide advice, assistance and guidance for staff as required.
* To keep staff and governors informed of development.

**Other**

* Undertake other duties as may be required by the Principal which are commensurate with the job.
* Willingness to work in any teaching role as seen fit by the Principal.
* To supervise and teach any pupils whose teacher is absent and for whom alternative cover has not been obtained.
* To work with and give appropriate guidance to students, volunteers etc and to contribute to the writing of progress reports etc on them.
* To carry out duties as described within the School Teachers’ Pay and Conditions Document.
* To be responsible for the leadership of a class team.
* Contribute to whole school events as and when required
* Promote and maintain the standards of the school’s commitment to safeguarding children
* Be aware of the schools’ duty of care in relations to staff, pupils/students and visitors and at all times carry our duties with due regard to the school’s health and safety policy
* Be aware of and comply with the codes of conduct, policies and practicesof Meadowfield School and its commitment to equal opportunities
* Participate in continuing professional development

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**Safeguarding Responsibilities:**

* To understand the role and responsibilities of all staff in the safeguarding of children in the School and in providing a safe environment in which children can learn
* To understand and meet the responsibilities as set out in the latest edition of Keeping Children Safe in Education
* To engage in and complete all training in regards to safeguarding and ensure school policy and practice is followed

**Equal Opportunity**

The post holder will be expected to carry out all duties in the context of and in compliance with KCC’s Equal Opportunities Policy.

***Note:***

This job description sets out the main duties of the post at the time when it was prepared. Such duties may vary from time to time without changing the general character of the post or the level of responsibility entailed.

Name:………………………………………………………………..

Signed:…………………………………………………………………

Dated:………………………………………………………………….