



## **Lympne Church of England Primary School Job Description**

### **MPS Class Teacher**

- To ensure all of the Teachers Standards are consistently met.
- To be responsible for the education and welfare of a designated class/and groups of children in accordance with the STPCD, having due regard to the requirements of the National Curriculum, the school's aims, objectives and any policies.
- To plan lessons and teaching programmes: to follow long term plans; to plan and implement medium term plans and to plan and implement short term planning in all subject areas taught.
- To regularly mark work completed by the children, giving developmental advice to help the children improve their work, in line with school policy.
- To liaise with the SENCO and HT formally through Pupil Progress Reviews/ Provision Mapping and formally with allocated TAs to plan work, interventions and support for all abilities of children.
- To have input into the creation of Provision Maps and have ownership of the entry and exit data.
- To regularly update assessment in line with school expectations, outlining where you may need to intervene for certain pupils and being proactive in addressing those needs.
- To set consistently high expectations, targets and support for all pupils.
- To regularly liaise with parents, both formally and informally, including formal parent/ teacher meetings.
- To take responsibility for leading an agreed subject across the school.
- To attend relevant CPD, staff meetings and development days and to take a proactive role in accessing relevant support and professional development from colleagues.
- To take part in Lympne School's annual Appraisal Cycle.
- To carry out break duty each week.
- To complete all registers as required by law.
- To complete appropriate risk assessments when taking children on any offsite activities.
- To plan and deliver at least one off site activity each year.
- To administer, where appropriate, a budget allocated by the Headteacher.

### **Subject Leader Roles**

- To take responsibility for the leadership of an agreed subject across the school.
- To produce relevant action plans and carry out effective monitoring that leads to improvements in subject provision and pupil progress/learning.
- To take responsibility for the collation, interpretation and exploration of data in each subject area.
- To develop meaningful action plans to address any relative areas of weakness within your subject area.
- To present to the Governing Body Curriculum Committee about standards in your subject area responsibility.

## **Part 2: Assessment of Performance**

- It is a minimum requirement that each class teacher will meet all of the Teachers Standards.
- Lympne Primary School's Pay and Rewards Document clearly outlines the expectations which apply to each MPS position and against which these assessments will be made.