



Job Description and Person Specification

Job Title: Class Teacher

Grade: MPS/UPS

Responsible to: Headteacher

Your job description is intended as a reference document which identifies your main responsibilities and activities.

Our vision 'Where children come first' and values of flying high, teamwork, resilience, and creativity are essential to the work that you carry out here at Aylesham Primary School. As a member of staff it is vital that you share these with us so that we can work together closely as a team and enable all children to learn effectively.

Duties and responsibilities:

The education and welfare of a designated class in accordance with the requirements and conditions of the *School Teachers' Pay and Conditions Document*, having due regard to the requirements of the National Curriculum, the school's aims, objectives and schemes of work, and any policies of the governing body. To share in the corporate responsibility for the well-being and discipline of all pupils.

The post requires you to teach pupils in the Primary age range.

To whom responsible: Headteacher

Line Managers: SLT

In addition you are required to undertake the following responsibilities:

- To lead learning in a subject area throughout the school, to include the ordering and storage of resources, and to manage the budget delegated to this curriculum area. To ensure that the development plan for your subject is up to date and impact on the school in a positive way.
- To prepare, develop and extend guidelines in consultation with the head and staff leading to the development of a policy and scheme of work for a subject area throughout the school whilst closely relating to the requirements of the National Curriculum 2014.
- To act as a consultant, adviser and in-service organiser to other staff, sharing knowledge and ideas as well as showing by personal example how a subject area can be used to both enhance and differentiate all areas of the curriculum.
- To assist in the moderation of a subject area and work across both key stages to ensure continuity and progression.

- To keep up to date with the philosophy, teaching methods and resources available by liaising with outside agencies, in-service courses, visits and personal study; reporting and discussing with other staff.
- To be involved in target setting and to monitor and report on standards achieved in your subject areas.
- To take responsibility for resourcing a subject area and to manage the budget delegated to this curriculum area.
- To promote parental interest and understanding in a subject area across the curriculum.
- To promote the desirable learning outcomes within a subject area.
- To work collaboratively with all members of the Samphire Learning Hub.

Curriculum areas & responsibilities:

- It is understood that areas of responsibility are from time to time subject to review and are negotiable in the light of the needs of the school and the professional development of the staff.
- Each leader of learning in a subject area should ensure, by consultation, that their area of responsibility receives adequate consideration.
- Since there is considerable overlap in the areas of responsibilities, it is expected that each person with a specific responsibility can look to other members of staff for support and advice in the carrying out of that responsibility.
- This job specification may be reviewed at the end of the academic year or earlier if necessary. In addition, it may be amended at any time after consultation with you.
- Personal targets will be set through the annual performance management process.
- You may be required to do other duties as required by the Headteacher.

Signed: Date:

Signed: Headteacher