**St. Margaret’s Collier Street CE Primary School**

**JOB DESCRIPTION - Qualified Teacher**

**Name:**

**Date:** April 2019

**Post:** Teacher

**Responsible to**: Headteacher

**Salary Scale** :

**PURPOSE :**

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. This post requires you to teach pupils throughout the primary age range.

**MAIN RESPONSIBILITIES :**

1. To develop personal and professional skills as a class teacher.

2. To aim for the highest possible standards of achievement for all pupils according to their individual potential and needs, academically, socially and emotionally.

3. To endeavour to develop high standards of organisation, management and presentation.

4. To ensure each child is taught the National Curriculum through a broad, balanced, relevant and differentiated approach which pays due regard to continuity and progression.

5. To contribute to In service Training initiatives both, within and out of school.

6. To keep well informed and up to date on current educational initiatives.

7. To contribute to the development of supportive relationships with parents.

8. To develop the role of the class TA/HLTA so that the learning environment is enhanced.

9. To lead and prepare whole school worship when required.

10. To take on any additional, reasonable duties as required by the headteacher and after discussion with you from time to time.

**PARTICULAR RESPONSIBILITIES :**

To act as leader for (TBC)

1. To prepare, develop and extend guidelines including policies and a development plan taking account of the requirements of the National Curriculum.

2. To act as a consultant, adviser and in-service organiser to other staff, sharing knowledge and ideas.

3. 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.

4. To be involved in target setting and to monitor and report on standards achieved in the subject areas.

5. To respond to the requirements of assessment, ensure it takes place, that the results inform planning and to assist in the development of appropriate forms of profiling.

6. To take responsibility for ordering, receiving and storing of resources and equipment and to manage the budget delegated to this curriculum area, ensuring it is spent in line with learning priorities and best value principles.

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.

Signed: ……………………………………….. Date: ………………………………..

Signed: ……………………………………….. Headteacher