**Job Description**

SALARY GRADE: Main Pay Scale

**KEY PURPOSE OF THE JOB**

To carry out professional duties of a teacher, as described in Teacher’s Pay and Conditions Document, including those duties particularly assigned to you by the Headteacher

**DUTIES**

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document. It may be modified by the head teacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title.

**MAIN ACTIVITIES**:

1. To work with and support the Headteacher in teaching in an effective primary school within its local context

2. To be an effective classroom - based teacher.

3. To carry out teaching duties, as required, in accordance with the school’s schemes of work and the National Curriculum.

4. To maintain a high standard of pupils’ behaviour and discipline, within the framework of the school policy and supporting other staff as necessary.

4. To liaise effectively with parents and carers to ensure good relationships between school and home in order to improve teaching, learning and behaviour.

**OTHER DUTIES AND RESPONSIBILITIES**

1. To attend daily and weekly meetings, in accordance with school policy and to lead such meetings as required.

2. To take whole school worship and to support other staff with worship.

3. To prepare and present reports, as required to, e.g. governors, LEA officers, parents, outside agencies.

4. To attend occasional meetings during evening hours, at weekends or in school holidays, as required.

**CONDITIONS OF SERVICE**

As governed by the National Agreement on Teachers’ Pay and Conditions, supplemented by local conditions as agreed by the governors

**SPECIAL CONDITIONS OF SERVICE**

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointed interview.

Because this post allows substantial access to children, candidates are required to comply with departmental procedures in relation to Police checks. If candidates are successful in their application, prior to taking up post, they will be required to give written permission to the Department to ascertain details from the Police regarding any convictions against them and, as appropriate the nature of such convictions.

**Equal Opportunity**

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

**May 2020**

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