



North Baddesley Junior School

Position: Class Teacher including subject and/or functional area leadership

Reports to: Senior Leadership Team

Scale: MPS/UPS

Class teacher

KEY PURPOSE

- Teach a class of pupils and ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs;
- Maintain the positive ethos and core values of the school, both inside and outside the classroom;
- Contribute to constructive team-building amongst teaching and non-teaching staff, parents and governors;
- Ensure that the current national conditions of employment for school teachers are met to a high standard and in accordance with the school's policies under the direction of the Headteacher.

MAIN ACTIVITIES

- Implement agreed school policies and guidelines;
- Support initiatives decided by the headteacher and the Senior Leadership Team
- Plan appropriately to meet the needs of all pupils, through adaptation of tasks, having the highest expectation of every child and believing that every learner has unlimited potential for development;
- Plan and deliver the curriculum within the framework of present school policies and procedures;
- Set clear targets, based on prior attainment, for pupils learning;
- Plan and resource a classroom which will encourage the development of all aspects of children's learning. In particular to encourage children's independent use of resources and involvement in their learning;
- Provide a stimulating classroom environment, where resources can be accessed appropriately by all pupils;
- Monitor children's progress, keep records and evaluate children's achievements
- Set children high standards in the content and presentation of their work
- Establish and maintain good relationships with colleagues, working as part of a team in all aspects of school development;
- Maintain good order and discipline amongst all pupils, in accordance with the school's positive behaviour policy;

- Work in partnership with parents and carers in providing a quality education experience for all the pupils and report to parents on the development, progress and attainment of their children;
- Participate in meetings which relate to the school's management, curriculum, administration or organisation
- Communicate and co-operate with outside agencies;
- Lead, organise and direct support staff within the classroom
- Lead a core curriculum area or aspect
- Participate in the performance management system for the appraisal of their own performance
- To have utmost regard for safeguarding and child protection, and utilise CPOMS as the method of capturing any events
- To participate in the wider life of the school e.g. assemblies, clubs, school fundraising activities, community initiatives.

Strategic Direction and Development of a Subject as Subject (or functional area) Leader (all except ECT)

(with the support of, and under the direction of, the Head teacher and senior leadership team)

- develop and implement policies and practices which reflect the school's commitment to high achievement through effective teaching and learning;
- have an enthusiasm for the subject which motivates and supports other staff and encourages a shared understanding of the contribution the subject can make to all aspects of pupils' lives;
- develop long and medium term plans for the subject which identify clear targets, times-scales and success criteria for its development and/or maintenance in line with the school development/improvement plans, quality assuring the planning from each year group ensuring the National Curriculum objectives, progression and coverage is secure
- monitor progress within the subject and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes.
- Develops skills and assessment progress matrices across the key stage
- To promote challenge for the more able.
- Identify training needs within the school and within the knowledge requirements of the leader of that subject
- To collect evidence of standards to support the school's self-evaluation and improvement planning process and report to senior management and Governors through work-sampling, class observations, team teaching, planning documents, data analysis, pupil interviews/surveys etc and the maintenance of a curriculum exemplification portfolio.
- To complete annual curriculum action plan, following full evaluation of previous year's progress, and manage budget expenditure accordingly.
- Maintain the resourcing and development of the subject, with regard to the necessary outcomes from the National Curriculum
- Maintain existing resources, ensuring all staff are familiar with these, and explore opportunities to develop or incorporate new resources from a wide range of sources inside and outside the school;

- Establish resource needs and make appropriate recommendations to the Head teacher for expenditure for immediate and future direction of the subject
- To attend training as part of professional development- disseminating knowledge and expertise to colleagues, leading INSETs and liaising with HIAS, the pyramid and other external agencies.