  
Job Description – Main Scale KS1 Class Teacher

1. **General**
2. The terms and conditions for teachers as set out in the most recent Teachers’ Pay and Conditions Act and any orders made under it.
3. The other terms and conditions set out in the various national collective agreements in force from time to time.
4. The Local Authorities Rules and Conditions including any local agreement entered into with recognised trade unions.
5. The School’s Instrument and Articles of Government as appropriate.
6. The other conditions set out in this job description and any others set out in your letter of appointment.
7. **Class Duties**

The Post requires you to teach pupils within the primary age range

1. To take responsibility for a class of children and carry out the professional duties as outlined in the ‘Conditions of Employment’.
2. To carry out the duties and responsibilities of a classroom teacher in accordance with accepted best practice.
3. To create an orderly, welcoming and aesthetically pleasing environment which ensures our children are able to reach their maximum potential
4. To encourage and develop good working habits in the children.
5. To endeavour to see that every child reaches his or her potential as far as is possible.
6. To be sensitive to the needs of individual children and to seek advice where necessary to see that all needs are catered for.
7. To plan, prepare and carry out work in accordance with the policies of the school, and DFE
8. To liaise with other members of staff when necessary.
9. To liaise and co-operate with other adults working in school.
10. To create an ethos conducive to gender/race equality.
11. To instil respect for religious and moral values and tolerance of other races, religions and ways of life.
12. To develop a partnership with parents to enhance the learning of the child.
13. **Curriculum Responsibilities**

Area of responsibility –TBA

1. To be responsible to the head or SLT for the development and co-ordination of all work for your area/s of responsibility within the school.
2. To be responsible for the implementation and evaluation of the subjects in consultation with the head and staff, and to monitor the running of the school policies, schemes of work. and National initiatives.
3. To initiate, organise and lead staff meetings in your areas of responsibility when appropriate.
4. To control, evaluate and requisition books, materials, and equipment for the teaching of subjects under your co-ordination.
5. To be aware of and understand current educational practice in your areas of responsibility and to provide feedback to staff.
6. To liaise with other curriculum leaders/co-ordinators, other schools, and other professional agencies.
7. To promote child, teacher and parental interest and understanding of the subjects.
8. Prepare an SDP for your areas/s of responsibility, giving information about work so far, an evaluation and identify future targets. The report should include costs.
9. To be responsible for record keeping, moderation and monitoring throughout the school in the subjects under your co-ordination.
10. Carry out other aspects of the co-ordinator role with reference to your area/s of responsibility.
11. **Accountability**

You will be accountable to the Head teacher and in the absence of Head, the Senior Leadership Team.

1. **Allowances N/A**
2. **Directed Time**

Teachers will be available for 195 days in any year and perform duties for 1,265 hours in any year. Teachers may also need to work additional hours to discharge the duties outlined. (Ref – Most recent School Teachers’ Pay and Conditions Document)

1. **Review.**

The job description will be reviewed annually and will form part of the discussion, during Performance Management.

Signed ……………………………….

Date………………………………….

Signed on behalf of the school.

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Date………….................................