This job description should be read in conjunction with the National Conditions of Employment for Teachers

**Main purpose**

The Teacher will:

* Fulfil the professional responsibilities of a teacher, as set out in the School Teacher's Pay and Conditions Document (STPCD)
* Meet the expectations set out in the Teacher's Standards
* Fulfil duties reasonably directed by the Headteacher

N.B. The duties listed below are not an exhaustive list of requirements.

**Key responsibilities**

**Teaching**

* Planning, preparing and delivering lessons for children from Nursery to Year 6, including some children with SEND.
* Setting up activities and preparing the equipment and materials needed for each lesson.
* Keeping the Forest School area, materials, tools and equipment in a suitable condition.
* To prepare and keep up to date the relevant Risk Assessments. To make staff aware of the Risk Assessments.
* Being responsible at all times for high standards of care and education of all.

**Whole-school organisation, strategy and development**

* Further developing the Forest School curriculum, including updating and developing the school’s Forest School handbook.
* Helping to promote the Forest School to the school and wider community.
* Developing community links to support the Forest School provision and the wider school.
* Bringing creative ideas to help us further develop our outdoor environment.

**Health and Safety**

* Ensuring health and safety, including writing and checking risk assessments for activities.
* Be aware of and comply with policies and procedures relating to child protection, health and safety, confidentiality, security, data protection; and report all concerns to an appropriate person
* Maintain good order and discipline among pupils, managing behaviour effectively to ensure a good and safe learning environment.

**Working with colleagues and other relevant professionals**

* Collaborate and work with colleagues and other relevant professionals within and beyond the school
* Develop effective professional relationships with colleagues.

**Management of staff and resources**

* Direct, supervise and provide support to support staff assigned to them and, where appropriate, other teachers
* Monitor quality and standards of resources delegated to them.

**Professional development**

* Take part in the school's appraisal procedures
* Take part in further training and development in order to improve own teaching and overall performance including relevant whole school training such as safeguarding.

**Communication**

* Communicate effectively with pupils, parents/carers, colleagues, wider school community and governors.

**Responsible to**

The class teacher is responsible to the senior leadership team and directly to the headteacher.

**Review of duties**

This job description is not your contract of employment, or any part of it. It has been prepared only for the purpose of school organisation and may change either as your contract changes or as the organisation of the school is changed. Nothing will be changed without consultation. This document must not be altered once it has been signed but it will be reviewed annually as part of the performance management process or as appropriate.

**Signature of post holder:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature of headteacher:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_