



## NASCOT WOOD INFANT AND NURSERY SCHOOL



### JOB DESCRIPTION

### Class Teacher

#### **Job details**

Salary range: Teacher's Pay Scale (Main or Upper)  
Contract type: Permanent  
Reporting to: Early Years Leader/Headteacher

#### **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:**

- Be responsible for the quality of the teaching and learning of all pupils who are assigned to the post holder
- Plan and teach well-structured lessons to assigned classes, following the school's plans and curriculum
- Assess, monitor, record and report on the learning needs, progress and achievements of assigned pupils
- Participate in arrangements for statutory tests or assessments.
- To maintain an attractive, stimulating, organised and interactive learning environment making full use of available resources. To teach pupils to take responsibility for resources and the environment.
- To support Line Managers in co-operating fully in School monitoring procedures of the quality of teaching and learning, thus securing a consistency of commitment to the highest standards and that appropriate legislative requirements are met.

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

- Contribute to the development, implementation and evaluation of the school's policies, practices and procedures, so as to support the school's values and vision
- Make a positive contribution to the school's vision and values
- Work with others on curriculum and/or pupil development to secure coordinated outcomes.
- To participate fully in meetings arranged which relate to the curricular, administrative and pastoral arrangements of the school, including Parents' Consultation Days or events, Daily Briefing and Professional Development Days.

##### **Health and Safety:**

- 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
- Promote the safety and wellbeing of pupils
- 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 to ensure that individual pupil needs are met
- 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
- To share responsibility for the training and development of colleagues within the area assigned, including the induction of newly qualified or unqualified teachers, and student teachers

**Job Context**

The school welcomes teachers of high professional standard and shares the responsibility with each teacher for continual review and the development of expertise.

All teachers make a valuable contribution to the school’s development and therefore to the progress of all pupils. All teachers except those who are newly qualified will have a lead responsibility for a curriculum area within a Curriculum Team and will be supported in that role by their line manager.

**Subject Leadership Responsibilities:**

- Reviewing and developing of curriculum policy in the subject/s
- Monitoring and evaluating the quality of planning in the subject/s by other teachers
- Observing teaching in the subject/s in order to evaluate strengths and areas for further development, or the impact of school improvement work
- Supporting development of teachers and support staff in the subject
- Evaluating relevant assessment information for individuals, groups or cohorts
- Reviewing and coordinating the usage of resources in the subject/s
- Reporting on progress, achievement and standards in the subject/s to staff, governors or parents
- Arranging and promoting relevant subject activities to promote pupils’ enthusiasm and interest

**Upper Pay Scale Additional Responsibilities:**

Teachers in the upper pay scale can be expected to make a particular contribution to building team commitment in line with the statutory requirement to meet threshold standards.

In particular, teachers on the upper pay scale will:

- Provide a role model for professional practice in the school
- Make a distinctive contribution compared with other teachers
- Contribute effectively to the wider team

**REVIEW OF DUTIES:**

The specific duties attached to any individual teacher are subject to annual review and may, after discussion with the teacher, be changed.

..... [signed]

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