



Ashlands Primary School

Outline Job Description

POST TITLE:	TEACHER – KEY STAGE 1
POST REF:	ASHSEP2022
GRADE:	NQT / MAIN SCALE

The following information is furnished to assist staff joining the school to understand and appreciate the work content of their post and the role they are to play in the organisation.

Whilst every endeavour has been made to outline all the duties and responsibilities of the post, a document such as this does not permit every item to be specified in detail. Broad headings therefore may have been used below; in which case all the usual associated routines are naturally included in the job description

PRIME OBJECTIVES OF THE POST:

You are required to carry out the professional duties of a schoolteacher as set out in the relevant paragraphs of the School Teachers' Pay and Conditions Document 2006, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation and the schools articles of government.

SUPERVISION AND GUIDANCE:

Responsible to the Headteacher.

RANGE OF DECISION TAKING:

Decisions relating to supervision and teaching of children. Some initiative will be required in dealing with unexpected situations

RESPONSIBILITIES

In consultation with other colleagues where necessary, be responsible for:

- Plan with other colleagues appropriate enriching experiences and programmes of work for Key Stage 1, in line with the National/Ashlands' Curriculum, school policies and procedures.
- A willingness to respond to and train for school-appropriate initiatives and developments
- Contribute to the creation of I.E.Ps and Provision Maps for children consulting with the SENCO where necessary.
- Manage and provide work programmes and plans for Teaching Assistants, staff, students or volunteer helpers working within the classroom.
- Implement policies, routines, procedures, rules and organisation in line with the rest of the school
- Liaise with other colleagues as appropriate

- Work collaboratively with colleagues when planning, to ensure shared workload, plus continuity and progression across the week, term and year
- In consultation with the Assessment Coordinator and colleagues, monitor children's progress and carry out the range of assessments in line with assessment procedures
- Have a working knowledge of teachers' professional duties and legal liabilities;
- Operate at all times within the stated policies and practices of the school;
- Establish effective working relationships and set a good example through their presentation and personal and professional conduct.

RANGE OF DUTIES

- Teach in the Key Stage 1 team
- Be an effective member of the school team, with your teaching and classroom practice reflecting Ashlands philosophy and policies
- Work within the National/Ashlands' curriculum to ensure the pupils experience a wide and enriched learning environment.
- Teach allocated pupils by planning their teaching to achieve progression of learning through;
 - identifying clear teaching objectives
 - setting tasks which challenge pupils and ensure high levels of interest
 - setting appropriate and demanding expectations
 - setting clear targets, building on prior attainment
- Maintain a high quality of teaching and learning.
- Evaluate own teaching critically to improve effectiveness
- Use a variety of teaching methods and strategies particularly relevant to a Year 1 class
- As a member of the Ashlands team provide an effective education for pupils in your care, taking account of every child's individual needs
- Maintain the high standards of behaviour among all pupils within the classroom, around school and when participating in out of school activities
- As a member of the team support children to ensure their well-being is catered for at all times
- Participate in a range of staff/Key Stage/parent/Governor meetings as required
- Promote and support the school community, adhere to the Home-School agreement and work with parents and carers.
- Recognise each child as a unique individual
- Contribute to the ethos and well being of the school as a team member.
- Use a range of monitoring, assessment, recording and reporting strategies to enable children to make progress.

NOTES

Ashlands Primary School is an Equal Opportunities Employer and requires its employees to comply with all current equality policies in terms of equal opportunity for employment and access to the Council Services.

As an equal rights employer we are committed to make any necessary reasonable adjustments to the job role and the working environment that would enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

SPECIAL CONDITIONS OF SERVICE:

You are required to carry out such particular duties, which form part of para 57.1 of the 2003 document as the Headteacher may reasonably direct from time to time.

Whilst every endeavour has been made to outline the duties and responsibilities of this post, a document such as this does not permit every item to be specified in detail, the elements are, therefore, grouped under broad headings and are subject to amendment, after consultation, as needs of the school change.