

Eccleston Lane Ends Primary School
Job Description

POST: EYFS/KS1 TEACHER

❖ **KEY TASKS FOR ALL TEACHERS**

1. In accordance with the agreed schemes of work, plan, deliver and review lessons which match the age, ability and aptitude of the pupils taught so as to facilitate attainment of appropriate standards and progression in their learning and to ensure the features of Excellence and Enjoyment are regarded.
2. Plan, design and produce teaching materials and resources, which are appropriate to the needs and capabilities of the pupils and are in accordance with the school's curriculum plan including the National Curriculum and religious education. Lead, guide and support learning assistants and volunteers when working with pupils in your care.
3. Set and assess appropriate work and record results in accordance with the school's assessment and marking policies so as to provide regular feedback and monitoring of progress to pupils and parents and to inform subsequent work. Maintain records for SEND children in accordance with the Additional Needs Policy.
4. Manage the classroom, shared areas and resources for teaching and learning so as to create a stimulating learning environment with appropriate high expectations.
5. Implement statutory and school requirements with regard to registration, pupils' absence and matters of health and safety; enforce school policies with regard to equality of opportunity, behaviour and discipline, and meeting and reporting to parents. Establish and maintain close liaison between home and school with specific regard to pupils' well being.
6. Participate in staff meetings and contribute to school's consultation and decision making.
7. Participate in the school's appraisal procedure, engage in professional development activities so as to enhance personal performance and career development and to implement effectively the School Improvement Plan.
8. Share responsibility for induction and welfare of all members of staff when appropriate.
9. Liaise as necessary with outside agencies in order to ensure maximum benefit to the pupils and enhance the school's contribution and reputation in the community.
10. Setting of targets for individual pupils or groups of pupils as agreed.
11. Take assemblies as part of a rota.
12. To work in collaboration with other staff members as part of a curriculum team, a key stage team and other collaborations such as networks. To promote the work of each team and ensure that relevant strengths and areas for improvement are evaluated and acted upon.
13. Undertake such other duties as may be from time to time reasonably requested by the Head Teacher.

To meet the DfE Teachers' Standards as follows:

PART ONE: TEACHING

- 1.** Set high expectations which inspire, motivate and challenge pupils
- 2.** Promote good progress and outcomes by pupils
- 3.** Demonstrate good subject and curriculum knowledge
- 4.** Plan and teach well- structured lessons
- 5.** Adapt teaching to respond to the strengths and needs of all pupils
- 6.** Make accurate and productive use of assessment
- 7.** Manage behaviour effectively to ensure a good and safe learning environment
- 8.** Fulfil wider professional responsibilities

PART TWO:

Personal and professional conduct

Please refer to the full **Teachers' Standards** found on the DfE website: www.education.gov.uk/publications

**The job description does not replace the current School Teachers' Pay and Conditions statutory instrument. It is subject to renegotiation at the instigation of the teacher and Head teacher and is not exclusive of the full range of teachers' professional duties.*

Signed _____

Teacher

Signed _____

Head teacher

Date: