



Derwent and Southill Federation

We are a values-led Federation

We respect ourselves; We respect others; We respect the environment.

Job Description

Class Teacher

Pay grade MPS.

About Derwent Primary School.

Derwent has transitioned from Lower to Primary school and is now a two form entry school with a rapidly rising school roll. We are situated in large grounds in between RAF Henlow and open countryside and our facilities for teaching and learning are among the best in the county. We are ambitious for our pupils and also for the professional development of our staff. We work as a federation closely with Southill Lower School, to the mutual benefit of both.

JOB DESCRIPTION

All teachers are subject to the conditions of employment set out annually in the School Teachers' Pay and Conditions Document. These detail the professional and particular duties required of teachers, together with requirements for management time, working time and guaranteed protected planning and preparation time (PPA). The school complies with these requirements in order to make reasonable demands of teachers. The following is a list of general responsibilities of a class teacher.

This job description is not necessarily a comprehensive definition. It will be reviewed at least once each year and it may be subject to modification or amendment at any time in consultation with the Headteacher.

The postholder must, at all times, carry out their duties and responsibilities with due regard to equal opportunities.

Core Purpose

A teacher will have overall responsibility for the teaching, learning and personal development of all pupils in their care.

All teachers will also be involved in:

Advising and co-operating with the senior leaders and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements

Taking any such part as may be required in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school

Co-ordinating and liaising with the planning preparation and teaching of other staff members in their year group.

Professional Duties

It is the responsibility of the class teacher to:

Be aware of the educational aims of the school and to support the achievement of those aims. Ensure the safety of the children in their care at all times, and to comply with the Health and Safety responsibilities issued by the governors of the school.

Either lead a subject or support one if appropriate to the experience of the appointed person, (alongside a named subject leader) as part of the curricular development for the school
To undertake duties such as playground at breaks, accompany school trips and enrichment activities as appropriate.

The Headteacher and senior leadership will maintain an overview of teaching, standards and ongoing improvement in specified subject(s) or areas. They will: -

- Review and co-ordinate the use of resources in the subject
- Suggest issues in the subject for further development
- Arrange and promote relevant subject enrichment to promote pupils' enthusiasm and interest
- Monitor and evaluate the quality of planning across the primary curriculum range for the year group
- Observe teaching in the subject in order to evaluate strengths and areas for further development or the impact of school improvement work via learning wanders and more formal observations as agreed in the schedule required for the teacher
- Review and develop curriculum policy in the subject
- Evaluate relevant assessment information for individuals, groups or cohorts through twice annual pupil progress meetings with the English and mathematics leads
- Provide advice and support for new staff in the school
- Check annual reports and support prior to being sent to parents and carers

The job description and teaching standards will fall in line with the School Development Plan and weekly professional development offered to all class teachers.

This role falls within the category of regulated activity and will be subject to enhanced DBS.

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and work in accordance with our child protection policies and procedures.

The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact will be to adhere to and ensure compliance with the school's policies at all times. If in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the school's Designated Safeguarding Officer or Deputy Safeguarding Officer. The school uses CPOM's Safeguarding to record disclosures and incidents for all children.