RESPONSIBILITIES
To be responsible for carrying out the professional duties of a teacher as set out in the current Teachers’ Pay & Conditions Document and the Teachers’ Standards document, demonstrating performance to threshold standards and to include the standards contained within the job description for Main Scale Teacher.

PURPOSE OF THE JOB
The Instructor will teach in KS1 or KS2 and work in partnership with the Strategic Leadership Team to create an achievement culture where all children receive a high quality education and have the opportunity to make at least good progress in order to achieve their maximum potential.

TEACHING AND LEARNING
The Instructor is responsible for providing a high quality educational atmosphere where children have the opportunity to fulfil their potential for intellectual, emotional, physical, spiritual and psychological growth. The Instructor will be responsible for organising and implementing learning and teaching programmes that will result in children making good or better progress and achieving their full potential.

The Instructor works under Strategic Leadership Team to create and maintain a learning environment which promotes and secures good or outstanding teaching, effective learning, high standards of achievement and progress and good behaviour and attitudes to learning.

The Instructor will be responsible for:-

- Planning and preparing courses and lessons;
- Teaching, according to their educational needs, the pupils assigned to them, including the setting and marking of work to be carried out by the pupils in school and elsewhere;
- Assessing, recording and reporting on the development, progress and attainment of pupils.
- Setting up and maintaining records on pupil’s progress and achievement.
- Setting up and maintaining a classroom learning environment that is stimulating and vibrant and promotes good progress by giving pupils tools to support them in their learning.
- Communicating with parents and other adults on the achievement and attainment of pupils you teach.
- Maintaining an effective partnership with parents to improve children’s achievement and personal and social development;
- Acting as role model for others through the setting of high personal standards of classroom practice in order to develop a stimulating and challenging learning environment which secures effective learning and provides high standards of achievement, behaviour and discipline.
CONTINUING PROFESSIONAL DEVELOPMENT
The Instructor will be responsible for:

- Participating in schemes of staff development and performance review.
- With support from line manager, developing their practise through coaching and mentoring.
- Reviewing from time to time their methods of teaching and programmes of work;
- Participating in arrangements for their further training and professional development as a teacher.

DISCIPLINE, HEALTH AND SAFETY
The Instructor will be responsible for:

- Maintaining good order and discipline among pupils in accordance with the policies of the school and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
- Participating in meetings at the school which relate to the curriculum for the school or the cycle of school improvement and development.

COVER
The Instructor will be responsible for:

- Where required by the Strategic Leadership Team, supervising and teaching any pupils whose teacher is not available within the guidelines of the Local Authority and teacher associations.

ACCOUNTABILITY
The Instructor will accountable to the Strategic Leadership team for the standards of attainment and achievement of the children they teach.

The Instructor will:

- Plan and teach a personalise curriculum that meets all learners needs and promotes progress.
- Assess pupils in line with school systems and make assessment information available to senior staff in line with performance management criteria.
- Contribute to the creation and development of an organisation in which all staff recognise that they are accountable for the success of the school;
- Support the vision and ethos of the school through their words and actions and act as a role model for pupils, parents, students and other staff.
- Contribute to the establishment and monitoring of systems which keep parents well-informed about children’s achievements and progress and encourage parents to help achieve challenging targets for their children;
- Challenge under-performance at all levels and ensure effective corrective action and follow up strategies.

LINE MANAGEMENT—RESPONSIBILITY TO AND FOR
1) Responsible to The Strategic Leadership Team and the Governing Body
2) Responsible for the standards of attainment and achievement in the pupils you teach.

CONDITIONS OF EMPLOYMENT
This appointment is subject to the current conditions of employment of teachers contained in the School Teachers’ Pay and Conditions Document, the Education Act, the required standards for Qualified Teacher Status, subsequent Orders in terms of duties and working time, also any local agreements, Local Authority circulars and guidelines giving interpretations of teachers’ conditions of service.
REVIEW AND AMENDMENTS
This job description is normally subject to an annual review. It may be amended at the request of the
Head Teacher or the post holder but only after full consultation with the post holder. It will be
signed if agreement is reached.

COMPLAINTS
If, following review and amendments, agreement is not reached, the appropriate procedures should
be used for the settling of any disputes.

Job Description and Person Specification issued by:

............................................................... (Signature of Head Teacher)

Copy received by:

............................................................... (Signature of Teacher)

Date: ..............................................................
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<tr>
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<th>ESSENTIAL</th>
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<tbody>
<tr>
<td><strong>1. INITIAL QUALIFICATIONS</strong></td>
<td>1.1 About to complete a course leading to DfE qualified teacher status e.g. PGCE, Bachelor of Education or A first degree or higher qualification and a Post Graduate Certificate in Education recognised by the DfE</td>
<td>Further evidence of professional development</td>
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<td>1.2 QTS (Qualified Teacher Status) or eligible for QTS status</td>
<td>Further higher qualifications</td>
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<td>1.3 QTS Skills Test</td>
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<td><strong>2. EXPERIENCE</strong></td>
<td>1.2 Evidence of successful teaching experience through teaching practise and educational studies.</td>
<td>Experience in key year groups. E.g. EYFS, Yr2 or Yr6</td>
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<td><strong>3. PROFESSIONAL KNOWLEDGE, SKILLS AND APTITUDE</strong></td>
<td>3.1 Understanding of the National Curriculum</td>
<td>Demonstrate how the curriculum supports the ethos and values of a school.</td>
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<td>3.2 Ability to teach in a multi-cultural environment and of developing positive links with the local community.</td>
<td>Experience of imaginative methods to successfully enhance children’s learning.</td>
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<td>3.3 Understanding of classroom organisation, planning and record keeping</td>
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<td>3.4 Understanding of behaviour management</td>
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<td>3.5 Ability to motivate and stimulate pupils to enjoy learning</td>
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<td>3.6 Ability to effectively assess and report on the development progress and attainment of pupils</td>
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<td>3.7 Ability to teach pupils according to their educational needs</td>
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<td><strong>4. PERSONAL ATTRIBUTES</strong></td>
<td>4.1 Highly effective oral and written communication skills</td>
<td>Brings personal interests and enthusiasms to the school community</td>
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<td>4.2 Good team player</td>
<td>High level of creativity and innovation</td>
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<td>4.3 Open to coaching and mentoring</td>
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<td><strong>5. OTHER JOB SPECIFIC REQUIREMENTS</strong></td>
<td>5.1 Commitment to the Council’s Equal Opportunities Policy and acceptance of responsibility for its practical applications</td>
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<td><strong>6. SAFEGUARDING &amp; CHILD PROTECTION</strong></td>
<td>6.1 Committed to safeguarding and promoting the welfare of children and young people</td>
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<td>6.2 Willingness to undergo an enhanced Disclosure and Barring Service (DBS) check is required for all successful applicants.</td>
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<td><strong>7. CONTRA INDICATORS</strong></td>
<td>7.1 Record of offences against children.</td>
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<td>7.2 Unsatisfactorily accounted for breaks in employment</td>
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<td>7.3 Unsatisfactory DBS/ overseas criminal records checks</td>
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