



Colmore Infant and Nursery School



Main Scale Teacher - Job Description

Grade: M1 to M6

Post Title: EYFS and KS1 Teacher (Infant School)
Responsible to: Head of Year /Deputy Head teacher/Head of School

The Main Scale teacher's job description adheres to the conditions laid down in the School Teacher's Pay and Conditions Document. It is also drawn up in line with the Teachers' Standards. The Teachers' Standards are for use in schools in England from September 2012. The standards define the *minimum level of practice* expected of trainees and teachers from the point of being awarded qualified teacher status (QTS).

The school is committed to safeguarding and promoting the welfare and safety of children and young people and expects all staff to share this commitment.

1. Job Purpose

- 1.1 To teach and educate students according to guidelines provided by the National Curriculum Framework under the overall guidance of the competent education authority (Birmingham)
- 1.2 To teach and educate students according to the educational needs, abilities and attainment potential of individual students entrusted to his/her care by the Head of School
- 1.3 To ensure high quality teaching, effective use of resources and the highest standards of care, learning and achievement for all pupils.

2. Key Responsibilities

SCHOOL ETHOS AND EXPECTATIONS

- To adhere to the ethos of the school
- To promote the agreed vision and aims of the school
- To set an example of personal integrity and professionalism
- Attendance at appropriate staff meetings and parents evenings
- Any other duties as commensurate within the grade in order to ensure the smooth running of the school
- To respect information relating to individual children and staff in line with the confidentiality policy

KNOWLEDGE AND UNDERSTANDING

- To have an up to date knowledge and understanding of the professional duties of teachers and the statutory framework within which you work.
- To take responsibility for implementing school policies and practice, including those relating to equality of opportunity.

PLANNING, TEACHING AND CLASS MANAGEMENT

- To plan effectively to ensure pupils have the opportunity to meet their potential, notwithstanding differences of race and gender, and taking account of the needs of pupils who are under achieving, very able, or not yet fluent in English.
- To plan effectively to meet the needs of pupils with Special Educational Needs and in collaboration with the Inclusion Lead (SENCo), prepare, implement, monitor and review Individual Target Plans (ITPs) and Progress Plans (for disadvantaged and SEN) for individual pupils.
- To assess, record and monitor each pupil's progress in line with the National Curriculum Framework and to report to parents.
- To monitor pupil's class and home activities, providing constructive, oral and written feedback.
- To use teaching strategies that keep pupils engaged through effective questioning, lively presentation and good use of resources.
- To create a safe and stimulating learning environment that supports learning and in which pupils feel secure and confident.
- To set high expectations for pupil behaviour, establishing and maintaining a good standard of discipline based on mutual respect and personal responsibility and deal with inappropriate behaviour in the context of the school's Positive Behaviour Policy and Anti-Bullying Policy.
- To set a good example to the pupils taught through own presentation and personal conduct in line with the Birmingham City Council HR code of conduct.

WIDER PROFESSIONAL EFFECTIVENESS

- To take responsibility for own professional development including Performance Management procedures.
- To attend training in and out of school, as directed by the Leadership Team.
- To manage the co-ordination of a curriculum area or non-curriculum area across the whole school.
- To work effectively as a member of the school team, establishing and maintaining good relationships with colleagues, parents and pupils.
- To manage support staff and other adults effectively, involving them where appropriate with the planning and management of pupil's learning.
- Make a positive contribution to the wider life and ethos of the school
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Deploy support staff effectively
- Take responsibility for improving teaching through appropriate professional development, responding to advice and feedback from colleagues
- Communicate effectively with parents with regard to pupils' achievements and well-being.

Reviewed by: SLT and performance management lead annually at Target setting PM (September)

Date:

Signed: