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| **Job Description - Teacher: St Anne’s RC Primary**  **POST: EYFS Reception Class teacher** | | |  |
| **Fixed term covering a Maternity Leave – commencing January 2022**. | | |  |
| **GRADE: Mainscale Teachers Pay and Conditions** | | |  |
| **HOURS FTE – Full time** |  |  | |
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| To Promote and uphold the faith foundation of St Anne’s RC Primary School and to uphold the teachings of the Catholic Church.  To endeavour to maintain and develop the Catholic ethos of the school.  To plan, implement and deliver the EYFS curriculum framework for all students and to support a designated curriculum area as appropriate.  To contribute to raising standards of student attainment.  To monitor and assess student progress to improve their quality of learning and personal growth.  To undertake the professional duties and responsibilities of a Teacher, as set out in the current School Teachers’ Pay and Conditions document. To uphold the professional code of the General Teaching Council for England. | | | |
| **CORE RESPONSIBILITIES** | | | |
| 1. To teach pupils assigned to the teacher and to ensure that planning, preparation, recording, assessment and reporting meet their varying learning and social needs.  2. To role model the ethos and core values of the school while teaching pupils.  3. To uphold the principles of the school mission statement and to take an active interest in the welfare and the spiritual, social, moral and educational development of the children.  4. To support the school’s wider aspirations and ideas and interests.  5. To constantly promote the Catholic ethos and faith foundation of the school.  6. To provide curriculum leadership within areas as delegated or agreed with the Head or line manager and to take part in evaluation, policy development or review and whole school self-evaluation.  7. To effectively disseminate information and to work co-operatively and supportively with all colleagues.   |  | | --- | | 8. To plan for and provide a stimulating curriculum which meets all statutory and school requirements.  9. To assist in the development of appropriate syllabuses, resources, schemes of work, marking policies and teaching strategies within the school.  10. To ensure the effective and efficient use of any staff (teaching or non-teaching) who may be supporting the delivery of teaching and learning in the classroom.  11. To teach pupils according to their educational needs.  12. To implement and follow the school’s policies and procedures as approved by the Head Teacher, Leadership Team or Governors.  13. To set targets for pupils’ learning based on prior attainment.  14. To provide a stimulating classroom environment where resources can be accessed appropriately by all pupils.  15. To participate and engage with the Performance Management Process, for the appraisal of their own performance and that of other teachers.  16. To maintain good order and discipline in the classroom in accordance with the school’s behaviour policy.  17. To maintain appropriate records and provide accurate information on pupil progress and other relevant matters as required by the school.  18. To maintain an accurate register.  19. To alert the appropriate staff to problems experienced by students and to make recommendations as to how these may be resolved.  20. To set and mark appropriate work, both in school and for homework, for pupils to assess progress and inform future learning.  21. To assess, record and report on the attendance, progress, development and attainment of students and to keep such records as are required.  22. To take part in the school’s staff development programme by participating in arrangements and opportunities for continuous professional development.  23. To attend and participate in meetings which relate to the school’s management, curriculum, administration or organisation.  24. To work with officers of relevant outside agencies or bodies.  25**.** To report to parents on the development, progress and attainment of pupils. | | | | |