



Class Teacher Maths and PE subject leader TLR

Job Description

Woodthorpe Junior and Infant School



Class Teacher with Maths and PE subject leadership (MPS/UPS with TLR 2b)

Salary: MPS/UPS with TLR 2b

JOB PURPOSE

To promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to him/her initially as a class teacher for at least one year and then principally but not exclusively by teaching booster groups and team teaching and covering for PPA/Leadership and Management time, booster groups and absence through the school.

DUTIES AND RESPONSIBILITIES

GENERAL

- Planning and preparing work for pupils assigned to him/her.
- Teaching, according to their educational needs, the pupils assigned to him/her including the setting and marking of work carried out by those pupils; the number of lessons should not normally exceed that limit which has been agreed in the school.
- Assessing, recording and reporting on the development, progress and attainment achieved by those pupils assigned to him/her.
- Communicating and consulting, in accordance with LA guidelines and circulars, with the parents of the pupils he/she is assigned to teach.
- Participating in meetings arranged for any of the purposes described above.
- Providing or contributing to oral and written assessments, reports and references relating to individual pupils and groups of pupils, including their personal and social needs.
- Participating in any arrangements made in accordance with the statutory regulations for the appraisal of his/her performance.
- Reviewing from time to time his/her methods of teaching and programme of work.
- Participating in arrangements for his/her further training and professional development as a teacher as appropriate including undertaking training and professional development which aim to meet needs identified in appraisal objectives or in appraisal statements.
- Taking all reasonable steps to maintain good order and discipline among pupils and safeguard 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 as appropriate in meetings at the school which relate to the curriculum, administration or organisation of the school.
- Participating in arrangements, as appropriate, for preparing pupils for public examinations, in assessing pupils for the purposes of such examinations and recording and reporting such assessments; and participating in arrangements for pupils' presentation for and supervision during such examinations.



- Subject to the provisions of the School Teachers' Pay and Conditions Document, the associated statutory guidance and the school's arrangements for cover, supervising and so far as practicable teaching any pupils whose teacher is not available to teach them.
- Attending assemblies unless a dispensation has been granted, registering the attendance of pupils and supervising pupils in accordance with school policy, whether these duties are to be performed before, during or after school sessions.
- Offering personal care to promote independent toileting and other self-care skills may be one of the tasks required for the wellbeing of a child.

SPECIFIC

- To ensure that the register is marked punctually and kept up to date as required by the law. All absence should be accounted for by notes from parents or guardians and any problems reported to the Head of the School or delegate.
- To deal with other returns and requests for information about children in the form as required.
- To contribute and assist as required keeping up to date the pupil records for each pupil in the form.
- To contribute to references, reports to outside agencies and the like, in consultation with colleagues.
- To implement school policy on personal appearance, uniform and behaviour of pupils.
- To help pupils with individual guidance as necessary.
- To attend assembly with the class unless a dispensation has been granted.
- To cover PPA, Leadership/Management time and teacher absences.
- Team Leader for Performance Management
- To team teach with other teachers and to teach booster groups.
- To lead and manage assessment for Mathematics: tracking data, producing reports evaluating the outcomes and informing standards Leaders, Assessment Leader, Head Teacher and LT on the implications of the data
- 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

PE Curriculum

- To attend PE leadership meetings within the Trust and partner schools
- To allocate staff PE CPD in conjunction with sport premium leader.
- To ensure that teaching staff submit half-termly 'teacher assessment' and save on the online portal.



- To organise 3 Power Up Active Days throughout the year for assessment in PE.
- To share good practice with colleagues. (Curriculum focused).
- To support the Year 6 Bronze Ambassadors and ensure that they attend their termly training.
- To ensure that PE equipment and storage is regularly managed and audited.
- To help organise the KS2 Sports Day / School Games Day.
- To meet with Sports Premium leader once a term to update the year's impact document.

- To work alongside SLT when strategically planning Sport Premium expenditure throughout the academic year:
 - To lead the 'physical education' curriculum; including skills progression, inclusion, assessment and staff development.
 - To lead 'school sport' opportunities, both intra and inter, and liaise with the school's School Games Organiser and school SLT. Including school's participation within the Trust's South Hub schools.
 - To champion 'physical activity' across the curriculum and beyond. To be responsible for signposting our stakeholders towards opportunities within the local community.
 - To understand the importance of both physical and mental health.

LINE MANAGEMENT - RESPONSIBILITY TO AND FOR

- Responsible to the senior leadership team.
- Responsible for the supervision of persons providing support in the classroom.

- **Woodthorpe School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment.**

- All staff are expected to be committed to the City Council's Equal Opportunity policy.

CONDITIONS OF EMPLOYMENT

The above responsibilities are in accordance with the requirements of the Education Act 2002 and statutory Orders in terms of duties and working time also any local agreements, local authority circulars and guidelines giving interpretations of teachers' conditions of employment.

SPECIFIC CONDITIONS

- Manage a curriculum area (as per new curriculum): PSHE (supporting PSHE coordinator with an emphasis on Rights Respecting) and sports provision within the wider curriculum (supporting to develop school's mental health and well-being agenda)



- To lead, manage and develop the curriculum (planning & pedagogy) with staff and other subject coordinators for a thematic/topic-based approach for a
- broad and balanced curriculum that delivers the requirements of the national curriculum which meets the needs of all learners. Support Key Stage 2 staff in planning for recovery/catch-up curriculum following school closures.
- To lead, develop and enhance the teaching practice of other staff teaching children Mathematics and PE. Investigate teaching and learning of Mathematics resources required to deliver this. Further develop Mathematics and PE to make an impact on the educational progress of pupils other than the teacher's assigned classes or groups of pupils.
- To co-ordinate and lead Key Stage 2
 - Contribute to strategic direction of school, leading Key stage 2 and writing and reviewing termly subject specific action plans.
 - Lead on day to day operation within sphere of influence of Mathematics.
 - Lead on planning and training in Mathematics and thematic/topic curriculum (see above), focused specifically on developing secure and coherent curriculum intent, implementation and impact.
 - Monitor progress of implementation of plans.
 - Make evaluative judgements, particularly on the quality of teaching and learning, which will contribute to the SEF.
 - Agree targets for improvement of Mathematics with the Head Teacher and in turn agree targets with staff for this area.
 - Managing performance of colleagues with the support of the head, deputy or assistant head teacher.
 - To lead on planning, teaching and assessment of PE.
 - To lead and manage the provision for physical activity & health in the wider curriculum, organising before and after school clubs and making/strengthening links with other providers. To liaise with the Sports Premium lead when timetabling breakfast and after school clubs.
 - To action and implement Rights Respecting Schools aims and charters so they are effective in influencing school improvement.