

Headteacher: Mrs R Carter
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JOB DESCRIPTION – KS2 TEACHER

This appointment is subject to the current conditions of employment for teachers contained in the School Teachers' Pay and Conditions, the Education Act, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of government.

This job description may be amended at any time following discussion with the Headteacher and will be reviewed annually.

The school fully support the principles and practice of the publication "Keeping Children Safe in Education", Statutory Guidance for Schools and Colleges.

1. Areas of responsibility and key tasks as a classroom teacher

A. Planning, teaching and class management

Teach allocated pupils by planning their teaching to achieve progression of learning through:

- Identify clear teaching objectives and specifying how they will be taught and assessed.
- Using the school system to ensure continuity of planning and assessment as part of the teaching team.
- Setting tasks which challenge pupils and ensure high levels of interest and motivation.
- Setting appropriate and demanding expectations
- Setting clear targets and building on prior attainment.
- Identifying and supporting most able pupils and children who are vulnerable to slow progress.
- Providing clear structures for lessons and maintaining pace, motivation and challenge.
- Make effective use of assessment and ensure coverage of programmes of study.
- Make best use of available time.
- Monitor and intervene to ensure sound learning and discipline.

Use a variety of teaching methods to:

- Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary.
- Use effective questioning, listen carefully to pupils, and give attention to errors and misconceptions.
- Select appropriate learning resources and develop study skills through the use of the library, computers and other sources.
- Ensure pupils acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- Evaluate your own impact critically to improve effectiveness.

B. Monitoring, assessment, recording and reporting

- Assess how well learning objectives have been achieved and use them to improve specific aspects of teaching.
- Mark and monitor pupil's work and set targets for progress in line with our school marking and feedback policy.
- Assess and record pupil's progress systematically against objectives and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the pupil is achieving.
- Take part in moderation exercises with colleagues to ensure consistency of judgement within and beyond the school community.
- Prepare and present informative reports to parents.
- Administer key stage assessments in line with government requirements.

C. Other Professional Requirements

- Have working knowledge of teachers' professional duties and legal liabilities.
- Operate at all times within the policies and practices of the school.
- Establish effective working relationships and set a good example through presentation and personal and professional conduct.
- Endeavour to give every child the opportunity to reach their potential and meet high expectations.
- Contribute to the corporate life of the school through effective participation in meetings and management systems necessary to co-ordinate the management of the school.
- Take responsibility for their own development and duties in relation to school policies and practices.
- Participate in the school's arrangements for teacher appraisal.
- Liaise effectively with parents and governors.
- Take on additional responsibilities which might be determined by the Headteacher.

2. Additional Responsibilities

Dependent upon experience and personal strengths/interests to support subject leadership (subject to be agreed).

A. Strategic direction and development of the subjects.

With the support and direction of the Headteacher to:

- Develop and implement policies and practice which reflects the school's commitment to high achievement.
- Show enthusiasm for the subject which motivates and supports other staff
- Use relevant performance data to inform targets for development and further improvement for individuals and groups of pupils
- Develop subject plans in line with the school's improvement plan
- Monitor progress and evaluate the effects on teaching and learning by working alongside colleagues, analysing work and outcomes.

B. Teaching and Learning

- Use your own class as an example of high quality teaching and teaching in the subjects in which you co-ordinate.
- Ensure continuity and progression in the subject by supporting colleagues in implementing subject policies and agreed schemes of work.

- Establish clear targets for achievement in the subject; evaluate progress through the use of appropriate assessments, records and regular analysis of data.
- Evaluate the teaching of the subject by monitoring of teachers' plans, through work analysis; identify effective links with the community including parents, business and industry.
- Ensure that teachers are aware of the implications of equality of opportunity which the subject raises.

C. Leading and managing staff

- Enable all teachers to achieve expertise in planning for the teaching of the subject through, for example, support and by leading or providing high quality professional development opportunities.
- Ensure that the Headteacher and governors are well informed about policies, plans, priorities and targets for the subjects.
- Mentor and support student and trainee teachers through their training period.

D. Effective deployment of resources

- Support the Headteacher, for example, by maintaining efficient and effective management and organisation of learning resources and by developing or identifying new resources including ICT interactive applications to the subject.
- Be aware of, and respond appropriately to health and safety issues raised by materials, practices and accommodation related to the subject.
- Help colleagues to create a stimulating learning environment to the teaching and learning of the subject.