

Parrett and Axe

Church of England Voluntary Aided Primary School

Fairoak Way
Mosterton
Beaminster
Dorset DT8 3HJ



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Head: Simon Smith

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JOB DESCRIPTION Teachers Main Pay scale

Relationships:

The postholder is responsible to the Headteacher for their teaching duties and responsibilities, and is responsible for the supervision of the work of one or more Teaching Assistants. They will interact on a professional level with colleagues and seek to establish and maintain productive relationships with them in order to promote mutual understanding of subjects in the school curriculum with the aim of improving the quality of teaching and learning in the school.

Purpose:

1. To undertake the teaching of general subjects to their class and pastoral duties and administrative duties in respect of pupils in this class as well as responsibilities in the school as detailed below.
2. To be responsible for safeguarding and promoting the welfare of the children in the class.

Professional Duties:

The full range of professional duties that may be required of a teacher are as set out in the School Teachers Pay and Conditions Document (STPC).

1. To teach general subjects and to participate in the development of schemes of work, materials and syllabuses.
2. To control and oversee the use and storage of books and other teaching materials ensuring that any health and safety regulations are observed.
3. To carry out the duties of a class teacher in accordance with the school's policies, in respect of pupils to include:
 - The maintenance of discipline and acceptable standards of conduct and appearance of pupils.
 - The establishment of rapport with pupils to develop their social and academic potential.
 - The marking of form registers, ensuring absences and lateness are accounted for and taking appropriate action when they are not.
 - The compilation of reports, profiles and references on pupils as directed.
 - The setting and marking of homework for pupils where appropriate.
 - Escorting the class to and playing a part in worship subject to the right of teachers to decline to participate in the act of collective worship on the grounds of their religious convictions.
 - To participate, as directed, in meetings with their colleagues and parents in respect of the duties of the post.
 - To attend staff meetings as directed.
 - To participate, as directed, in INSET in order to keep abreast of trends and developments in education especially those relevant to the duties and responsibilities of the post.