



HARTSIDE
PRIMARY
ACADEMY

Job Description

Job Title:	Year Two Class Teacher (Maternity Cover)
Scale:	MPS
Responsible to:	Headteacher, Deputy Headteacher, Leadership Team
Well-being and appraisal:	SLT
Focus:	All members of the teaching staff are required to carry out the duties of a school teacher as set out in the current School Teachers Pay and Conditions Document.
Duties and responsibilities:	<ul style="list-style-type: none"> • To plan, prepare and teach the National Curriculum in line with statutory requirements and the school's schemes of work, ensuring teaching of the highest standard. • By following the school display policy, to create a safe, stimulating, organised, interactive and informative learning environment that encourages each child to achieve their potential. • To work co-operatively as part of a team, including planning work for support staff. • To monitor and assess pupils' work (following the school marking policy), using these assessments to inform planning and set targets that promote continuity and progression. • To ensure the individual needs of the pupils are met through differentiated work, allowing for the highest standards to be achieved by all. • To work in partnership with parents and other members of staff to promote the wellbeing and educational progress of each pupil. • To follow school policies under the direction of the School Leadership Team. • To maintain good order and discipline within the class, in line with the school's behaviour policy. • To actively take part in professional development, sharing expertise and experiences as required. • To actively extend own professional learning via collaborative study, attendance at INSET and reading to keep abreast of new developments. • To take an active role as a curriculum leader (Not NQT). • Work alongside other members of staff to review and innovate the curriculum.

	<ul style="list-style-type: none"> • To follow guidance and support from members of the leadership team in relation to utilising opportunities for further career development. •
Special conditions:	<ul style="list-style-type: none"> • The post-holder will be expected to undertake any appropriate training provided by the Trust to assist them in carrying out any of the above duties. • Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. • The post-holder will be expected to contribute to the protection of children and vulnerable adults, as appropriate, in accordance with any agreed policies and/or guidelines, reporting any issues or concerns to their immediate line manager. • The post-holder will be required to promote, monitor and maintain health, safety and security in the work place. To include ensuring that the requirements of Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to. • An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before any appointment can be confirmed.
The above duties and responsibilities are not an exhaustive definition of all the tasks associated with the post.	

I have read and understand this job description and will carry out my duties accordingly and understand that it is a working document that can be discussed, negotiated and changed at the agreement of both named parties.

Signed: _____
Member of staff

Date: _____

Signed: _____
Business Manager on behalf of the Academy Trust

Date: _____

Date for review: _____