



## St Augustine's Catholic Primary School, Gateshead Diocese of Hexham and Newcastle

Job Description for Teacher in school

Job Title: Teacher

Responsible to: Headteacher or other line manager

Responsible for: Safety, Teaching and Learning, Personal development of pupils

Effective from: 1 September 2020

In our school the search for excellence is expressed in teaching and learning which responds to the needs and aspirations of our pupils and acknowledges their individual worth as children of God. The teacher works with the Headteacher, Leadership Group and other colleagues to provide effective teaching and learning for pupils ensuring good or better progress. He/she will co-operate with the Headteacher, Leadership Group and senior colleagues in delivering, monitoring, evaluating and developing the quality of learning, teaching and standards of attainment, using relevant data and setting targets for improvement.

### **Safeguarding**

Safeguarding is everyone's responsibility. All staff are required to follow the school's policies and procedures on Safeguarding, including KCSIE, Safeguarding policies including Child Protection policy, Health and Safety policies; copies of which are available.

### **KEY AREAS OF RESPONSIBILITY**

**The teacher is directly responsible for:**

#### **1. TEACHING AND LEARNING**

ensuring the curriculum is planned relevant to the needs, experience, interests, aptitudes and stages of development of all pupils, including those with special educational needs;  
ensuring that the Diocesan policy on Religious Education is taught effectively;  
ensuring that pupils have access to a daily act of collective worship.  
promoting and developing a learning environment which is safe, stimulating and supports continued learning  
planning and teaching the curriculum, through sequences of lessons, to meet the needs of pupils and personalising learning to ensure maximum progress  
assessing progress and using that information effectively to move children on towards 'age related expectations', 'end of key stage expectations' or expectations appropriate to their stage of development  
using information on pupil progress to: improve teaching and learning and motivate pupils, to inform planning, to inform parents, to provide information, as appropriate to other educational institutions and to inform governors  
working efficiently and effectively with colleagues to set challenging targets for individuals and groups of pupils leading to whole school improvement.

#### **2. WHOLE SCHOOL CONTRIBUTION**

developing a curriculum for the spiritual, moral, social and cultural development of all pupils.  
ensuring appropriate pastoral care and guidance for all, in accordance with the Mission Statement.  
determining appropriate pupil groupings which reflect the values of the Mission Statement.  
supporting and publicising the means for promoting pupils' self discipline, respect for self, others and authority;



ensuring good behaviour on and off school premises.

promoting a school ethos which extends opportunities for learning and encourages extra-curricular activities.

making the best possible use of the time and efforts of Classroom Assistants, Learning Support Assistants and other adults to enhance the learning of groups and individuals.

using resources, including time and energy, efficiently and effectively to meet the school's aims and objectives in accordance with the school's Mission Statement, School Improvement Plan and School Development Plan.

assisting in providing a learning environment which expresses the Catholic identity of the school, celebrates the achievements and contributions of the pupils, stimulates learning and informs visitors about the school.

ensuring that subject matter and learning resources reflect Catholic nature of the school, Catholic Education Service, Diocesan, LA and school policies on race and gender equality, and that the implications of these policies are borne in mind in relation to all the tasks and duties listed above.

taking specific and direct responsibility to monitor and advise on an area of the curriculum or aspect(s) of school improvement/development.

### **3. PROFESSIONAL RESPONSIBILITY**

keeping up to date in developments in curriculum content, assessment practices and effective learning and teaching strategies.

making effective use of the information/outcomes of monitoring and evaluation of the school's performance management arrangements in order to improve the quality of their own teaching.

### **4. SUPPORTING AND DEVELOPING THE RELATIONSHIP WITH PARENTS THROUGH:**

building an effective partnership between the school and parents recognising them as the first educators of their children;

promoting understanding of the mission, aims and ethos of the school through provision of regular information to parents about:

- The progress of their children;

- The school curriculum;

- Other matters relating to teaching methods and organisation;

- Opportunities for dialogue between parents and staff and for their involvement in the wider life of the school.

### **5. IN RELATION TO OTHER SCHOOLS:**

promoting continuity of learning, progression of achievement and curriculum development;

arranging for effective transfer and induction of pupils as appropriate;

by maintaining effective liaison;

by maintaining effective relationships with other schools, and especially with other Catholic schools in matters of common concern;

by providing training and work experience placements for school, university and college students as appropriate and in accordance with school policy.

All teachers are expected to meet the **Teachers' Standards 2012**.

This job description will be reviewed annually, as part of the performance management process. A review may be initiated at any other time by either the post-holder or the Headteacher.