**Believe, Achieve, Soar with Pride**

Dean Bank, Ferryhill,

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Website: www.deanbank.durham.sch.uk

Head Teacher: Mrs P Northcott

Deputy Head Teacher Miss K Potts

Chair of Governors: Mr D Regan

Name:

Post Title:

Responsible To:

Reviewed By:

Job Description last updated:

All teachers are subject to the conditions of employment set out annually in the School Teachers’ Pay and Conditions Document. These detail the professional and particular duties required of teachers, together with requirements for management time, Working time and Guaranteed planning and preparation time. Dean Bank Primary and Nursery School complies with these requirements in order to make reasonable demands of teachers.

Additionally, STPCD requires teachers to be involved in:

* Advising and co-operating with the headteacher and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements
* Taking any such part as may be required - in the review , development and management of activities relating to the curriculum, organisation and pastoral functions of the school
* Co-ordinating or managing the work of other staff

Main scale teachers will be asked to maintain an overview of teaching, standards and ongoing improvement in specified subject(s) or areas. This may include:

* Reviewing and developing curriculum policy in the subject(s)
* Monitoring and evaluating the quality of planning in the subject(s) by other teachers
* Observing teaching in the subject(s) in order to evaluate strengths and areas for further development or the impact of school improvement work
* Evaluating relevant assessment information for individuals, groups or cohorts
* Suggesting ideas in the subject(s) for further development
* Reviewing and co-ordinating the usage of resources in the subject(s)
* Providing advice and supporting new staff in the subject(s)
* Reporting on progress, achievement and standards in the subject(s) to staff, governors or parents
* Arranging and promoting relevant subject activities to promote pupil’s enthusiasm and interest

This job description will be supported by an annual job plan which will list the key tasks, responsibilities and outcomes sought from the post holder in the school year. These will be derived from the School Improvement Plan and other school priorities.

The post holder will be expected to carry out all duties in the context of and in compliance with the Council’s Equal Opportunities Policies.

This job description will be reviewed at least annually and any changes will be subject to consultation.

Signature of Post holder:

Signature of Headteacher:

Date of issue: