



## Avishayes Primary School & Early Years Centre

### Teacher - Main Pay Scale

#### Job Description

#### Responsible to: Headteacher

The job description may be amended at any time following discussion between the Headteacher and the member of staff, and will be reviewed annually as part of the appraisal process (see appraisal policy). The job description includes references to: SDP, professional standards for School Teachers, Teacher appraisal and the current Ofsted framework.

#### General description of the post

The holder of the post is expected to carry out the professional duties of either an MPS teacher as described below, as circumstances may require and in accordance with the school's policies under the direction of the Headteacher. The post-holder is required to fully support the vision, ethos and policies of the school.

#### Values and Behaviour

Teachers make the education of their pupils their first concern, and are accountable for achieving the highest possible standards in work and in their conduct. Teachers act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and are reflective; forge positive professional relationships; and work with parents in the best interests of their pupils.

#### Personal and Professional Conduct

A teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout a teachers' career. Teachers uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside school, by treating pupils with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teachers' professional position; having regard for the need to safeguard pupils' well-being, in accordance with statutory provisions; showing tolerance of and respect for the rights of others and not undermining fundamental British Values, including: democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs; ensuring that personal beliefs are not expressed in ways which exploit pupils' vulnerability or might lead them to break the law. Teachers must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality. Teachers must have an understanding of, and always act within, the statutory frameworks which set out their professional duties and responsibilities.

## **Purpose of the job:**

To meet the requirements of:

- A teacher as set out in the School Teachers' Pay and Conditions Document
- The Professional Standards for Teachers
- Promote and safeguard the welfare of all pupils
- To develop learning using enquiry-based pedagogy

## **Knowledge and Understanding**

- Have a knowledge of and keep up to date with the requirements of the Primary National Curriculum/Early Years Foundation Stage Curriculum
- Understand the stages of child development and how pupils' learning is affected by their wider experience and life context.
- Be familiar with school systems and structures including all those linked to Health and Safety and Safeguarding.
- Have a thorough and up-to-date knowledge and understanding of the New National Curriculum for all relevant areas of the Curriculum, drawing on subject expertise of other staff when appropriate.
- Use detailed subject knowledge to deal effectively with subject-related questions raised by pupils and the common misconceptions that they hold – thereby deepening the pupils' knowledge and understanding.

## **Teaching, learning and class management**

- Plan and deliver learning to the assigned class or classes in line with national requirements and school policies.
- Keep up to date planning on the O drive
- Provide lessons which are well structured, maintain pace and provide appropriate support and challenge for all groups of pupils based on effective use of assessment to inform next step learning.
- Evaluate own teaching critically, drawing on development opportunities to improve effectiveness.
- Make effective use of data to ensure pupils make appropriate progress.
- Identify those with Special Educational Needs, implement planned programmes and seek appropriate support from other professionals.
- Direct the use of any support staff or classroom assistance.
- Establish and maintain a high standard of behaviour by the use of praise, rewards and sanctions, promoting effective behaviour for learning in all contexts so children feel secure and confident as learners.
- Set homework to consolidate and extend learning.
- Use Planning, Preparation and Assessment (PPA) time effectively.
- Assess and record each pupil's progress systematically in line with school current practice.
- Mark and monitor class work and homework providing feedback in line with policy and use the results for future planning, teaching and learning.
- Write/collate high quality and informative individual, positive, honest annual reports to parents/carers and discuss pupil's progress and welfare at parents' meetings and other occasions developing positive relationships.
- Prepare pupils for National Curriculum Assessments.

## **Professional standards and development**

- Attend staff meetings and take an active role.
- Understand the professional responsibilities in relation to school policies and practices and in so doing actively support and reinforce those policies. E.g. anti-bullying, homework, behaviour.
- Be aware of the role of the Governing Body.
- Set a good example around the whole school, in appearance and personal conduct.
- Establish effective working relationships with other professional colleagues, not only those within school, but those from outside agencies.
- Attend meetings and contribute to the development of programmes of study.
- Assist in the development of the School Curriculum in line with the School Development Plan.
- Assist in the maintenance of good discipline in and around school.
- Use assessment data to inform future action planning.

## **Other professional requirements**

- Take responsibility for personal professional development, keeping up to date with research and developments in teaching pedagogy and changes in the school curriculum, which may lead to improvements in teaching and learning.
- Undertake any necessary professional development as identified in the School Development Plan taking full advantage of any relevant training and development available.
- Maintain a reflective approach to evaluating and improving own practice.

- Engage in annual review of performance.

**Health and safety**

- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Co-operate with the employer on all issues to do with Health, Safety and Welfare.

**Signed:****Date: 07/01/2026**

Clare Rinaldi

**Clare Rinaldi**  
**Headteacher****Signed:****Date:****Teacher**