



**QUEEN'S INCLOSURE PRIMARY SCHOOL**  
**Job Description – Teacher**

**Post Title:** Teacher  
**Salary:** Main Scale  
**Responsible to:** Headteacher  
**Performance Managed by:** Headteacher  
**Job Purpose:** To be responsible for teaching children within the primary phase, to be concerned for their welfare and contribute to enabling every child within the class to make good progress  
To fully uphold the Teacher's Standards  
To carry out the duties of a school teacher as set out in the current 'School Teacher's Pay and Conditions Document'

**Requirements of the Post**

**General:**

The post holder is responsible for ensuring that all school and county Safeguarding and Child Protection policies are adhered to and concerns are raised in accordance with these policies. Be familiar with, and uphold the ethos and policies of the school, expectations of behaviour and approaches to behaviour management.  
Respect the confidentiality of all school matters.

**Core requirements:**

Professional element

To be committed to the school's aims and vision and to reflect this through personal practice.

To promote our caring primary school ethos, fostering respect and positive relationships between all children and with all adults.

To be an effective practitioner with an understanding of good teaching and how children learn best.

To be reflective, self-appraising and continually seek to improve personal and school effectiveness.

To hold the highest expectations of what children can achieve and to motivate them to achieve their very best.

To set high standards of classroom organisation, management and practice.

To establish, organise and maintain an effective, purposeful, secure and stimulating learning environment.

To maintain appropriate individual children's records and provide detailed information about teaching and learning outcomes for the year group team, Leadership Team and Headteacher as required.

To develop sensitive and professional relationships with parents, colleagues, governors and other members of our school community.

To work in accordance with the Teacher's Pay and Conditions of employment and to work consistently within the policies and guidelines agreed by the school.

**To consistently maintain the Professional Standards for Teachers.**

### Team element

To contribute to, and work collaboratively within, teaching and whole staff teams.

To monitor and evaluate teaching and learning with colleagues, developing and implementing changes where necessary.

To participate in regular meetings which relate to teaching and learning, administration or organisation of the school, including pastoral arrangements.

To organise effective ways of managing learning support staff, including sharing short term planning, and secure impact in their role and to support and contribute to their professional development.

To make positive contributions to the extra-curricular life of the school.

### Curriculum element

To develop a secure knowledge and understanding of the teaching specified in the National Curriculum 2014 and current Hampshire 'Living Difference' document.

To ensure children's entitlement to the National Curriculum and R.E is met.

To develop children's basic skills within a broad and balanced curriculum.

To plan and prepare an exciting and challenging curriculum which meets the needs of individual children within the class, including those with SEND.

To implement guidance from documentation and Subject Leaders with reference to the National Curriculum and assessment processes.

To develop innovative ways of using ICT across the curriculum to enhance learning.

To support the planning and organisation of events, displays, exhibitions and assemblies of the highest quality that inspire and promote excellent learning.

To develop children's responsibility for their learning and their ability to think, evaluate and reflect on their learning and learning needs.

To develop children's independence as learners and to plan and prepare lessons which involve children in thinking, problem solving and active learning.

To hold high expectations of all children's behaviour and to teach and manage behaviour effectively.

*Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. Employees will be expected to comply with any reasonable request from their Headteacher to undertake work of a similar level that is not specified in this job description.*

Revised: **September 2022** JA