

CLASSROOM TEACHER – JOB DESCRIPTION

POST: Maternity Cover Class Teacher - Year 2
Fixed Term Contract from 1.9.17



SCHOOL: St. Mary's C.E. Infant School, Witney, Oxon

INTRODUCTION

This job description should be read in conjunction with the current School Teachers' Pay and Conditions Document and the provisions of that document will apply to the postholder.

The performance of all the duties and responsibilities shown below will be under the reasonable direction of the Headteacher; and the Headteacher, or other Senior Manager if appropriate, will be mindful of his/her duty to ensure that the employee has a reasonable workload and sufficient support to carry out the duties of the post.

This job description will be reviewed at least annually and any changes will be subject to consultation. The School's Grievance Procedure will be used to resolve any dispute arising out of the job description.

MAIN RESPONSIBILITIES

In addition to the duties outlined in the School Teachers' Pay and Conditions Document currently in operation, or any subsequent legislation, you will be responsible for the following:

Professional Responsibilities

- To ensure that the vision, aims and ethos of the school are implemented in all matters relating to learning and teaching
- To provide teaching, completing the planning and marking for all days
- Establish a purposeful and safe learning environment
- To follow school policies and procedures
- To promote equal opportunities and the inclusive ethos of the school
- To make a contribution to the whole school curriculum in negotiation with the Headteacher

General Responsibilities

- Taking appropriate responsibility for one's own health, safety and welfare and the health and safety of pupils, visitors and work colleagues in accordance with the requirements of legislation and locally-adopted policies, including the raising of concerns with an appropriate manager
- Attending staff meetings and INSET and undertaking staff training as appropriate
- Participating fully in staff appraisal