

**Job Description**

**Post Title:** Teacher (Primary)

**Responsible to**: Key Stage leader

To carry out the functions of a teacher in accordance with the Teacher Standards the Tor Staff competences contained in the Person Specification.

**Main Duties / Core responsibilities**

* To actively form meaningful relationships with vulnerable young people
* To plan, design and produce teaching materials and resources which are appropriate to age and ability
* Create plans that are appropriate to the age and ability of the students so as to facilitate progression in students’ holistic development
* Assess, record and report on the development, progress and attainment of students
* Manage the classroom and teaching equipment, to create a positive learning environment which makes effective use of available resources
* Attend meetings, carry out administrative tasks and duties as specified in the Staff Handbook
* Provide and facilitate the general progress and well-being of any individual student within any group of students
* Implement the school relational policy and our principles of Ready, Safe, Respect.
* Participate in full staff and team meetings and to contribute to school decision making and consultation procedures
* Be involved in the school Performance Management process, to engage in professional development activities so as to enhance personal performance, fulfil personal potential and be able to participate effectively in the implementation of the school goals and Development Plan

**Teaching and Learning responsibilities:**

* To plan, design and produce engaging lessons, teaching materials and resources which are appropriate to age and ability
* Create plans that are appropriate to the age and ability of the students so as to facilitate progression in students’ holistic development
* Manage the classroom and teaching equipment, to create a positive learning environment which makes effective use of available resources.
* To work with colleagues to devise and implement programmes with the aim of supporting students holistic progress as a learner
* To liaise with other professionals to ensure that programmes are appropriate to individual needs and support the learner
* Implement strategies and initiatives to share best practice with others in the school, developing confidence and skills in others
* To be a Tutor to a small group of students and to carry out related duties

**General duties:**

* Carry out a share of supervisory duties in accordance with published rotas
* Participate in appropriate meetings with colleagues and parents
* Provide support to colleagues and share ideas and knowledge
* Operate relevant equipment/ICT packages (e.g. MS Office, internet, intranet, SIMS, E-mail)
* Support Learning Support Assistants with day to day issues
* Ensure effective communication with all colleagues (teaching and support staff)
* Provide and facilitate the general progress and well-being of any individual student within any group of students assigned to him or her, providing guidance and advice to students on educational and social matters.
* Implement the school policy with regard to registration, student absence, and our principles of Ready, Safe, Respect
* To actively seek ways of developing lifelong learning habits with young people with negative experiences of school, SEND or trauma.
* Be a tutor to a small group of students
* Attend professionals’ meetings in support of students’
* To teach more than one subject

**Developing self and working with others:**

* To treat students, staff and parents fairly, equitably and with dignity and respect to create and maintain a positive school culture
* To celebrate the achievements of individuals and teams
* To manage own workload and that of others to allow an appropriate work/life balance
* To regularly review own practice, set personal targets and take responsibilities for own personal development
* Reflective and creative
* Solution focussed and flexible