

ARNOLD VIEW PRIMARY SCHOOL



JOB DESCRIPTION FOR TEACHERS OTHER THAN HEAD TEACHERS

Post title: Class Teacher

Name of Postholder:

Scale/Additional Points: Standard Scale

Responsible to: Head Teacher

Date of issue:

This appointment is subject to the current conditions of employment of class teachers contained in the School Teachers' Pay and Conditions Document, the Education Act 1997, the required standards for Qualified Teacher Status, other current educational legislation and the school's articles of government.

This job description may be amended at any time following discussion between the head teacher and member of staff and will be reviewed annually.

CORE REQUIREMENTS OF THE POST:

- As a class teacher you shall carry out the professional duties of a school teacher as circumstances may reasonably require as provided for under the relevant sections of the School Teachers' Pay and Conditions Document. A summary of these is attached for your information.
- Should circumstances arise which require this job description to be reviewed and amended, any changes will be discussed with you in the first instance. Should a disagreement arise, you will be afforded the opportunity of a meeting to resolve the matter with your Head Teacher who may involve officers of the Education Department as appropriate. You may be accompanied at this meeting by a representative of your Trade Union if you so wish.
- In addition to the duties specified within the section "Particular Responsibilities", you may be asked to undertake any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific cases. This job description does not form part of the Contract of Employment.
- You are required to carry out your duties in line with the stated ethos and principles of the school and in line with your responsibility for promoting and safe guarding the welfare of children and young persons for whom you are responsible or come into contact with.

For Teachers other than Deputy/Assistant Head, Advanced Skills Teachers only:-

- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on any or all of them. Your Head Teacher is responsible for maintaining a time budget on which you have been/will be consulted. You will be granted access to this at any reasonable time by arrangement with your Head Teacher.

PARTICULAR RESPONSIBILITIES:

- i) The post requires you to:-
- teach pupils within the age range 5 – 11 years in accordance with the professional duties of a teacher.
 - take an equitable share of whole school curriculum, care and management responsibilities.
 - take responsibility for a curriculum area
 - carry out your duties in line with the management policy and working practices of the school (Annexe B).

ii) *For Teachers undertaking specific management/teaching responsibilities only*

The duties that are required of you over and above those common to the majority of teachers in the school will be discussed and added to your job description as appropriate:-

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Issued by:

Received by:

Head Teacher

Post Holder