KRISHNA AVANTI
PRIMARY SCHOOL

Job Description

Post Title: Teacher

Grade: MPS/ UPS

Location: Krishna Avanti Primary School Harrow

Job Purpose & Objectives

The responsibilities specified in the following job description are in accordance with those specified in the School Teachers' Pay and Conditions Document, which a School Teacher is required to perform. The post holder will be expected to manage all aspects of teaching within the overall educational aims of the school, and establish and maintain the highest quality possible of teaching and learning.

Main Duties & Responsibilities

Teaching

- Responsible for the education and welfare of designated classes/groups of children at the direction of the Principal, in accordance with the requirements of the Conditions of Employment of School Teachers. To have due regard for the:
  - Delivery of a broad and balanced curriculum;
  - Statutory assessments and/or examinations;
  - School's aims, objectives and very specific ethos;
  - Schemes of work;
  - Schools Policy and Information List and any associated procedures.
- Plan and prepare engaging lessons based on their individual needs, which motivate all learners.
- Teach, according to the children's educational and emotional needs, the children assigned to you, including the setting and marking of work in accordance with school policy and procedures.
- Carry out on-going assessments, recording progress and reporting to middle managers or senor leaders, as and when required in the specified subject area.

Fulfil wider professional responsibilities

- Work collaboratively with others to develop effective professional relationships
- Deploy support staff effectively as appropriate
- Communicate effectively with parents/carers with regard to pupils' achievements and wellbeing using school systems/processes as appropriate
- Communicate and co-operate with relevant external bodies, including the Avanti Schools Trust
- Make a positive contribution to the wider life and ethos of the school

Other Activities

- Promote the general progress and well-being of individual children and any class or group assigned to them.
- Provide guidance, advice and support to children on educational, social and emotional matters and make relevant records and reports on personal and social needs when necessary
- Communicate effectively with parents and in accordance with Staff Behaviour Management Guidance.
- Communicate effectively and co-operate with persons or bodies outside the School where appropriate i.e. Educational and Health Professionals and the Avanti Schools Trust.
- Participate in meetings
- Actively participate in the appraisal process and integral line management meetings, in accordance with school policy and procedures.
- Perform particular duties as may be reasonably assigned to you by the Principal from time to time.

Assessments and Reports

- Carry out on-going assessments for all learners.
- Provide or contribute to oral and written assessments, reports and references relating to individual children and groups where appropriate.
- Participating in arrangements for preparing children for external examinations, assessing children for the purpose of such examinations and recording and reporting such assessments; and participating in arrangements for children presentation for, and such examinations.

Professional Development

- Reflect on and review your methods of teaching and programmes of work with the school's Senior Leadership Team, as an integral part of your daily practice.
- Actively participate in all training and development sessions at a school and Trust level, sharing experiences with other colleagues, both informally and at staff and/or Inset meetings.
- In the case of a teacher serving an induction period pursuant to the Induction regulations, participating in arrangements for their supervision or training.

Educational Methods

- Advise and co-operate with the Principal, other teachers and/or middle managers or senior leaders, in preparing and developing whole school courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

Discipline, Health and Safety

- Maintain good order in accordance with the schools Behaviour for Learning Policy and accept corporate responsibility for the well-being and behaviour of all children in the school.
- Safeguard the children' and your own safety in accordance with all associated school policies and procedures, both when authorised to be on the school premises and when you are engaged in authorised school activities elsewhere.
- Record attendance in accordance with the schools policies and procedures.
- Implement the schools approaches towards anti-bullying and Cyber-bullying

General

- Actively participate in meetings, including the preparation and delivery of reports and presentations.
- Attend assemblies and/or acts of corporate school worship, as required and in keeping with the policies and procedures of the school and the Avanti House Trusts Vision.
- Assist in the supervision of children, whether these duties are performed before, during or after schools