

**PRIMARY SECTOR**

**COVER / PPA / SLT RELEASE TEACHER**

**MAIN PROFESSIONAL GRADE**

**JOB DESCRIPTION**

**AIMS AND PURPOSE OF THE JOB:**

- To facilitate a high quality learning experience which provides learners with the opportunity to achieve their full potential.
- To have high expectations of all young people and seek to address barriers to learning.
- To promote a love of learning, intellectual curiosity and a growth mind-set.
- To promote active and independent learning that enables learners to think for themselves and to plan and manage their own learning.
- To share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.
- To contribute to the self-evaluation of the school and play an effective role in school improvement.
- To develop and actively take part in cross-phase initiatives to the benefit of learners, the school and the wider community.
- To work collaboratively and share collegiate responsibility for the success of the school.
- To undertake appropriate professional and supervisory duties which may be required within the scope of the post.

**TEACHING AND LEARNING:**

- To plan, prepare and deliver challenging, stimulating and engaging lessons within the school, in accordance with agreed schemes of work and school policies.
- To be responsible for long, medium and short term planning that meets the Bailiwick of Guernsey Curriculum Statement which is based on the National Curriculum (England) and that maximises positive outcomes for learners.

- To set high expectations for learners' behaviour and establish a clear framework that creates an effective learning environment in accordance with the school's behaviour policy.
- To contribute to the development, implementation and review of policies and schemes of work.
- To monitor and assess the achievement of pupils, and to record and report the development, progress and attainment of pupils in accordance with the school assessment policies and in line with the principles of Assessment for Learning.
- To make use of current technology to enhance teaching and learning and for the purposes of management.
- To plan for the effective deployment of Learning Support Assistants or other associate support staff or adults where appropriate, to enhance young people's learning.
- To implement the SEN Code of Practice.

### **PROFESSIONAL LEARNING AND DEVELOPMENT:**

- To participate in the performance management process.
- To be a reflective practitioner, evaluating and improving own practice in order to take teaching and learning forward.
- To contribute to school development by sharing professional learning, expertise and skills with others, and participating in collaborative learning opportunities.
- To take full advantage of any relevant training and development available and undertake any necessary professional development as identified in the school Development Plan and the performance management process.
- To take responsibility for personal professional development, keeping up-to-date with research and developments in teaching pedagogy and changes in the curriculum, which should lead to improvements in teaching and learning.

### **HEALTH, SAFETY AND WELFARE:**

- To comply with procedures on all matters concerning child protection, health, safety and welfare, confidentiality and data protection in accordance with the States of Guernsey's policies and procedures, and to report all concerns to an appropriate person.
- To take responsibility for personal health, safety and welfare and that of others who may be affected by your actions or inactions.
- To commit to uphold the States of Guernsey's environmental policies and aspirations for sustainable learning provision.

**RESPONSIBLE TO:**

The Headteacher

**ACCOUNTABLE FOR:**

1. The delivery of high quality teaching and learning.
2. The progress and attainment of learners for whom you have responsibility.
3. Improving and extending professional effectiveness.
4. Creating a safe environment for learners and to have concern for their welfare and wellbeing whilst under your guidance.

The job description is subject to the general conditions of service for a teacher as set out in the States of Guernsey's Terms and Conditions for Teachers.

The above duties are not exhaustive but the job description is current at the date shown, and is a guide to the work the post holder will be required to undertake. This job description will be kept under review and may be subsequently amended or modified in discussion with the post holder to meet changing circumstances.

**KEY CRITERIA:****ESSENTIAL**

1. A suitable teaching qualification.
2. Inspirational teaching skills and the ability to motivate learners, equipping them with the knowledge and skills needed to achieve at the highest levels.
3. An ability to demonstrate recent effective strategies to achieve high quality teaching and learning.
4. The ability to make effective use of current modern technologies to enhance teaching and learning.
5. Understand how to use data effectively to monitor learner progress and achievement.
6. The ability to communicate effectively to a wide range of people.
7. Effective organisational and classroom management skills.
8. Experience, understanding and skills relevant to the specific responsibilities of the post.