

Crossacres Primary Academy

<u>Job Description – Reception Teacher Maternity Cover</u>

All Teachers are subject to the conditions of employment set out annually in the School Teacher's Pay and Conditions document. These details, the professional and particular duties required of teachers, together with requirements for management time, working time and guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers.

Additionally, STPCD requires all teachers to be involved in:

- Advising and co-operating with the head teacher and other teachers on the preparation and development of courses of study, teaching programmes, methods of teaching and assessment and pastoral arrangements
- Taking any such part as may be required, in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the school

Main Scale teachers will be asked to maintain an overview of teaching, standards and ongoing improvement in specified subject(s) or areas.

Over time, this might include:

- Reviewing and developing curriculum policy in the subject(s)
- Monitoring and evaluating the quality of planning in the subject(s) by other teachers
- Observing teaching in the subject(s) in order to evaluate strengths and areas for further development or the impact of school improvement work
- Evaluating relevant assessment information for individuals, groups or cohorts
- Suggesting issues in the subject(s) for further development
- Reviewing and co-ordinating the usage of resources in the subject(s)
- Providing advice and supporting new staff in the subject(s)
- Reporting on progress, achievement and standards in the subject(s) to staff, governors or parents.
- Arranging and promoting relevant subject activities to promote pupils' enthusiasm and interests.