

Job Title **PPA Cover Teacher, Devon Moors Federation 0.22 FTE**

This job description is not a comprehensive definition of the post. Discussions will take place on a regular basis to clarify individual responsibilities within the general framework and character of the post as identified below. The conditions of employment of teachers in the School Teachers' Pay and Conditions of Service Document apply to this post, whose holder is expected to carry out the professional duties of a teacher as circumstances may require, under the reasonable direction of the Headteacher/Principal.

School/Location

Devon Moors Federation, linked to Filleigh Primary School, but to work at any of the schools within the federation at any time or for any period as directed by the Executive Headteacher.

Job Purpose

To be an effective teacher (and tutor) who supports and challenges all pupils/children/ students to achieve their full potential.

Accountabilities:

1. To maintain a thorough and up-to-date knowledge of the teaching of your subject(s) and take account of wider curriculum developments which are relevant to your work.
2. To plan lessons/activities/tutorials and sequences of lessons to meet students'/pupils/childrens' individual learning needs.
3. To use a range of appropriate strategies and follow School/College policies for teaching/tutoring, behaviour management and classroom management.
4. To do all that you can to ensure that you safeguard and promote the welfare of students/pupils/children in the School/College.
5. To set well-grounded expectations for students/pupils/children in your teaching and tutorial groups using information about prior attainment.
6. To assess, monitor and record the progress of students/pupils/children in your teaching (and tutorial groups) and give them clear and constructive feedback.
7. To do all you can to ensure that, as a result of your teaching (and tutoring), your students/pupils/children achieve well relative to their prior attainment, making progress as good as or better than similar students nationally and in the School/College.



8. To take responsibility for your own professional development and use the outcomes to improve your teaching (and tutoring) and your students' learning.
9. To make an active contribution to the policies, aspirations and plans of your year group, of your curriculum team and of the School/College.

Performance Management

Your annual performance review is based on this overall job description and with particular emphasis on your individual annual targets. These are set in discussion with your line manager and grouped under the headings: Professional development; Team Improvement Plan; student progress.

Relationships

Your line manager is the Executive Headteacher of the Devon Moors Federation and Head of School at Filleigh Primary School.

Signed:  Executive Headteacher

Signed Teacher