

5. DUTIES TYPICALLY INCLUDE:

5.1 Deliver quality learning and teaching and promote the attainment and achievement of all pupils

- 5.1.1 Teach assigned classes together with associated preparation and correction
- 5.1.2 Assess, record and report on the work of pupils
- 5.1.3 Prepare pupils for examination and assist with their administration
- 5.1.4 Maintain good order and discipline among pupils
- 5.1.5 Advise and guide pupils on issues related to their educational progress and liaise with other school staff as required
- 5.1.6 Promote and safeguard the health, welfare and safety of pupils

5.2 Participate in the professional and collegiate work of the school

- 5.2.1 Develop the school curriculum
- 5.2.2 Undertake appropriate and agreed continuous professional development
- 5.2.3 Contribute to the professional development of colleagues, including probationary and student teachers
- 5.2.4 Work in partnership with parents, support staff and other professionals
- 5.2.5 Become familiar with and implement school policies
- 5.2.6 Contribute to the good order and wider needs of the school

5.3 Contribute to the formation and implementation of school and departmental Development plans

- 5.3.1 Participate in issues related to school planning, raising attainment and achievement and individual review within PDRS
- 5.3.2 Contribute to the evaluation of the agreed school / faculty / improvement plan

NB - The duties of teachers are contained in Part 2 Section 2 of the new SNCT handbook, and apply equally to all teachers.

The purpose of a Job Description is to indicate the general level of duties and responsibilities, not to form an exhaustive list of detailed activities