HERETAUNGA INTERMEDIATE

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Heretaunga Intermediate

Job Description – Classroom Teacher

Staff Member			
Teaching Cert #		Expiry	
Position Title	Classroom Teacher Food Technology 2027-		
Reports to	Principal with delegation to Deputy Principals		
Working Relationships	**External:** Specialist Providers (RTLB, MOE) Outside Agencies (SWiS, Public Health Nurse) Parents/Caregivers Heretaunga Community Client Schools **Internal:** Principal Teachers (including part-time, and relievers) Support Staff (including Teacher Aides, Cleaners) Administration Staff Caretaker		

Purpose of the position

- A classroom teacher's first responsibility is to the learning and teaching of their students by developing appropriate learning programmes throughout the year. This includes planning, development of resources, and use of assessment data for every pupil in the class in accordance with the code of ethics from the Teaching Council Of Aotearoa New Zealand.
- Uphold the school's vision, values and strategic plan
- Implement the expectations of the school outlined in the staff handbook and school policies and procedures
- Meet the Standards for the Teaching Profession and Interim Professional Standards

Key Responsibilities	Success Indicators
Organising for learning	An environment for effective learning is established and maintained. Planning such as unit / lesson plans, weekly timetable and term plans are available at all times. Lessons are organised.
Planning for learning	Familiarity with and effective use of available resources and pedagogy to support students learning. Digital resources including those on our google drive, online (incl. subscriptions) as well as physical resources from the Resource Room are utilized as appropriate. Lessons are differentiated to meet the needs of all learners. Planning show clear links between assessment (diagnostic, formative and summative) and planned programmes.
Assessment	Student information and data (including pastoral data) is accurate and available to other staff on the SMS. Paper-based information is located in student or teacher files and shared with appropriate people. Maintain an up-to-date register of students' educational needs. Ensure that students, parents and teachers are kept informed of progress and any issues with the pastoral, social and academic development of students.
Student Support Programmes	Engage in the support programmes in place for students Understand and demonstrate the features of effective classroom instruction and management. School-wide practice in identifying and adopting evidence-based practices is further developed. Strategies to increase appropriate and decrease inappropriate behaviour of students are developed and implemented including use of PB4L and Restorative Practice.
Physical Environment	Tidy, well organised classroom environment conducive to quality teaching and learning. Classroom layout is purposeful. Resources are accessible. The health and safety of staff and students is paramount. Classroom resources including posters and devices are available, up to date, kept tidy and visually appealing.
Class culture	A positive, inclusive classroom culture which celebrates our school values of Whanaungatanga, Manaakitanga and Rangatiratanga. Teaching and learning is the main priority. An inclusive classroom culture in which the diverse nature of our students is celebrated and affirmed
Communication	Communication is clear, concise and consistent. Support teaching and support staff (eg teacher aides) in differentiation of curriculum materials to support learning in reading, writing and mathematics Liaise with outside agencies as applicable Maintain a working knowledge of current issues and best practice in learning support.
Professional Learning and Development	Actively participate in Professional Development and implement in teaching practice. Use professional learning opportunities to improve and develop understanding of best practice in education. Maintain a working knowledge of current issues and best practice in education

Tasks and Duties

Classroom Teacher

To provide, as practicable, learning opportunities for every child relative to their needs, abilities and stages of development establishing effective relationships with students based on mutual respect, as practicable, recognising the individuality of each pupil, ensuring an effective and challenging learning environment and ensuring the classroom is an attractive and welcoming place.

Planning, Curriculum and Organisation Responsibilities

To prepare lesson plans, develop and manage classroom resources, teach subjects according to curriculum goals and objectives set by syllabuses and school policy, marking and evaluating students' work, recording results and completing reports and profiles on student achievement as per school policy and procedures.

Professional Development

As far as is possible to keep abreast of teaching and educational developments, attending teacher development programmes, participating in in-service courses as requested and attending professional meetings as scheduled by the Principal, participating in the professional development cycle as per the school's PGC programme.

General Responsibilities

Contribution to School Life

To support the wider educational, collegial and cultural life of the school, leading by example in supporting standards expected of people at the school. This includes a commitment to the vision of the school, a positive mindset, and a solution focused attitude towards resolving problems.

Community Responsibilities

As per school policy, to report to parents, caregivers, guardians and other relevant community members on the progress and development of the students in the teacher's care. To be available on occasions to meet with parents, caregivers, guardians to discuss the progress and development of the students in the teacher's care as the school requests.

Additional Responsibilities

While in the Food Technology Role

- Promote and model a healthy eating attitude with students, and staff.
- Promote and model a high standard of hygiene and cleanliness in the Food Technology Room
- Plan, manage and account for the Food Technology programme budget including the use of school charge cards and a credit card according to the school policies.
- Maintain and account for all food, utensils, and equipment.
- Maintain a healthy and safe working environment and report any areas of concerns
- Support mainstream classrooms with relief cover as needed from time to time.

Breakfast Club

- Oversee the breakfast club using supplies from the KidsCan supplies Mon-Thurs 8.00-8.30am

Any other tasks deemed appropriate as delegated by the principal