

Job Description

PYP Class Teachers

Line Manager: PY Deputy Principal

This job description should be read in conjunction with individual contracts. It will be reviewed annually and may be subject to amendment following consultation. It outlines the core expectations of TISB in terms of professional responsibility and conduct and is not an exhaustive list. The staff member may be required to carry out additional duties consistent with the scope, spirit, and purpose of the school as directed by the Principal.

Key Responsibilities

Implementing the PYP

Deliver a high-quality, inquiry-driven IB Primary Years Programme that recognises, respects, and responds to students' cultural, linguistic, and individual learning needs within a community committed to sustainability, well-being, and global citizenship.

Teaching and Learning

Inquiry-Driven Pedagogy

- Engage students as active, curious inquirers who take ownership of their learning.
- Design authentic learning engagements that develop conceptual understanding, promote exploration, and connect learning to real-world contexts.
- Use the natural environment and campus resources to foster hands-on, experiential learning.

Developing the Whole Child

- Cultivate students' cognitive, creative, critical-thinking, and reflective skills.
- Foster self-esteem, intrinsic motivation, empathy, and social responsibility.
- Support students in becoming confident, independent, and resilient learners.

Planning & Instruction

- Design, prepare, and deliver high-quality, differentiated instruction aligned with TISB's Vision, Mission, and Values and the IB PYP framework.
- Plan collaboratively with colleagues to develop rigorous Unit of Inquiry planners, subject-based lessons, and transdisciplinary learning experiences.
- Ensure continuity and progression across grade levels through consistent documentation and team alignment.
- Integrate diverse instructional strategies, including technology, inquiry scaffolds, and cooperative learning structures.

Language & Inclusion

- Scaffold language development intentionally for all learners, including English language learners.
- Provide accessible learning pathways that meet the needs of diverse learners through differentiation, personalisation, and inclusive practices.

Learning Environment

- Create a safe, welcoming, and stimulating learning environment that reflects best practices in contemporary pedagogy.
- Model and nurture respectful, positive relationships and open communication with students, colleagues, and families.

Assessment and Reporting

- Use a range of formative and summative assessments to monitor progress and inform next steps in teaching and learning.
- Provide timely, constructive feedback that supports continuous improvement and learner agency.
- Maintain accurate assessment records aligned with PYP expectations.
- Communicate student progress effectively through reports, portfolios, parent conferences, and ongoing dialogue with families.

Professional Learning

- Engage actively in the TISB teacher induction, appraisal, and professional learning processes.
- Participate purposefully in collaborative planning, moderation, and team reflection to enhance teaching quality.
- Develop ongoing expertise in the IB PYP Programme, modern pedagogical approaches, educational technology, and inclusive practices.
- Demonstrate a commitment to continuous improvement as reflective practitioners.

Student Life Beyond the Classroom

- Supervise students responsibly according to the school duty rota.
- Lead or support a co-curricular activity each term that promotes creativity, action, service, leadership, and skill development.
- Participate in House events, sports days, excursions, field trips, and residential camps.
- Contribute to whole-school events, celebrations, and community initiatives throughout the year.

General Expectations

- Contribute to a culture of safety, care, and well-being, ensuring every child thrives.
- Uphold TISB's Vision, Mission, Values, and professional standards consistently.
- Communicate openly, calmly, and professionally as a collaborative member of the Primary Years team.
- Adhere to school expectations for planning, assessment, reporting, and timelines.
- Attend and participate in meetings, professional learning sessions, and school events as required.

Professional Conduct

The staff member actively promotes and upholds the TISB vision and mission with integrity. As a positive role model and subject-area expert, the staff member builds strong relationships with

colleagues, students, parents, and the wider school community, contributing meaningfully to the collaborative and inclusive culture of the school.

The staff member demonstrates professionalism through punctuality, ethical behaviour, respectful communication, adherence to school policies, and maintaining a professional appearance, including following the school's dress code.

Version History Table

S/No	Date	Version	Description of Change
1	Oct 2025	V1.0	Reviewed
2			
3			
4			
5			