

GREAT OAKS SCHOOL

JOB DESCRIPTION

Post Title: **TEACHER OF DESIGN AND TECHNOLOGY AND GENERAL SKILLS**
Main Pay Scale + 1 Special Educational Needs Allowance

Employment Duties

To be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document 2017/18

Job Purpose

Under the supervision of the Senior Leadership team, to carry out the duties of a technology teacher (resistant materials/systems and control) and tutor working with pupils between the ages of 11-19 who have severe or moderate learning difficulties and who may have, in addition, emotional, communication and behavioural difficulties.

Responsible to The Headteacher and Governors of the School. The Trustees of Solent Special Education Trust

Duties and Responsibilities

- a) To plan and prepare lessons using school agreed formats and schemes of work
- b) To teach according to their educational needs, the pupils assigned to him / her, including the setting and marking of work to be carried out by the pupil in school and elsewhere
- c) To assess, record and report on the development, progress and attainment of pupils using agreed school formats
- d) To control and oversee the safe use and storage of all design technology resources in the school.
- e) To supervise and direct the work of the Support Assistant(s) within the allocated class;
- f) To maintain discipline and manage challenging behaviour in accordance with the rules and disciplinary systems of the school;
- g) To contribute to meetings, discussions and management systems necessary to co-ordinate the work of the school as a whole and be involved in developing the schemes of work for Technology.
- h) To promote equal opportunities within the school and to seek to ensure the implementation of the school's equal opportunities policy.

- i) To support the pupils over the lunch-time period to develop their social skills and running clubs on a rota basis
- j) To communicate and consult with parents and outside agencies including therapists, social workers and educational psychologists
- k) To teach basic literacy, numeracy and PSHCE skills daily to a small tutor group
- l) To develop skills and expertise in the additional specialist input that some pupils with learning difficulties may require and be able to differentiate teaching materials and methods to meet all needs from P2 to NC level 5
- m) To teach a range of qualifications including Entry level certificates, AQA unit awards and ASDAN qualifications
- n) any other duties commensurate with the responsibilities of the post and grade which may be required by the Headteacher.

December 2017