

JOB DESCRIPTION - SUBJECT TEACHER

A teacher at the RGS contributes to the well-being and development of the School by supervising, guiding and caring for pupils inside and outside the classroom. He/she is responsible to the appropriate Head of Department and is expected to:

1. Teach within the agreed departmental scheme of work and follow agreed whole School policies on such matters as reports, marking and assessment.
2. Attend departmental meetings and INSETs as well as whole School Staff meetings as indicated by the Headmaster or Deputy Heads.
3. Exercise proper care of rooms and equipment and follow the School's policy on Health and Safety matters.
4. The first priority of a subject teacher is the teaching of his/her subject - including preparation, marking, assessing and evaluation of the success or failure of any period of teaching. It is expected that a subject teacher will also:
 - 4.1 Attempt to improve qualifications and expertise and keep up to date with subject material and exam requirements as is necessary and practicable.
 - 4.2 Participate in the various co-curricular activities offered at RGS as his/her interests allow.
 - 4.3 Become involved in the Tutor, Pastoral and House systems currently in operation in the School.
5. Textbooks which are on loan to pupils must be correctly labelled, and looked after properly. It is the teacher's responsibility that these are collected at the appropriate time
6. Notebooks and exercise books should be checked frequently and replaced when lost.
7. To undertake such activities, in accordance with the school's needs:-
 - 7.1 Cover.
 - 7.2 Duties.
 - 7.3 Invigilation.
8. It is recognised that this job description is not comprehensive and will alter for each subject teacher to reflect his/her own interests and involvements in the various activities and roles in operation in the School.