**JOB DESCRIPTION**

**Computing Teacher**

**Salary: Mainscale + Inner London Weighting**

**Job Purpose**

To teach the Primary Computing Curriculum to pupils across the school.

**Duties and Responsibilities**

**Planning and preparing appropriately differentiated courses and lessons:**

Teaching all students assigned to him/her according to their educational needs, including the setting and marking of work to be carried out by the students.

Assessing, recording and reporting on the development, progress and attainment of all students.

To organise outings for children’s interest, education and enjoyment and with regard to safety. To work closely with other members of staff to create a positive, inspiring and caring environment where children feel safe and secure and where they can develop excellent relationships with staff and peers.

**Other Activities:**

Supporting and promoting the provision of social, spiritual, moral and cultural opportunities;

Promoting the general progress and well being of individual students and of any class or group of students assigned to him/her;

Providing guidance and advice to students on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions;

Making relevant records and reports;

Making records of and reporting on the personal and social needs of students;

Communicating and consulting with the parents of students;

Communicating and co-operating with relevant persons or external agencies;

Participating in meetings arranged for any of the purposes described above;

To be responsible for the assessment of children’s overall development, including carrying out observations, recording children’s achievements, and maintaining developmental records to a high standard.

**Assessments and reports**:

Providing or contributing to oral and written assessments and reports relating to individual students and groups of students, for students, parents and other bodies.

To work in close partnership with parents, maintaining close and regular contact and hold regular meetings, writing reports as required.

**Performance Management**

Participating in any arrangements within the school’s policy for Performance Management.

**Further training and development:**

Reviewing from time to time his/her methods of teaching and programmes of work.

Participating in arrangements for his/her further training and professional development as a teacher and manager.

Liaising with the member of the Leadership Team who is responsible for training and staff development.

To participate in the wider developments of the subject including the provision of training, writing action plans and contributing to the school SEF.

To facilitate skilling up the wider mainstream staff so that everyone at the school has a good awareness of the Computing Curriculum.

**Educational methods:**

Advising and co-operating with the Headteacher and other teachers (or any one or more of them) on the preparation and development of courses of study, for all pupils, appropriate teaching materials, schemes of work, methods of teaching and assessment and pastoral arrangements;

Responding to the Code of Practice for Special Educational Needs, in accordance with The School’s policy.

**Discipline, health and safety:**

Maintaining good order and discipline among the students and safeguarding their health and safety both when they are authorised to be on school premises and when they are engaged in authorised school activities elsewhere;

Ensuring that the School’s Child Protection Policy is followed where there may be a concern;

Ensuring that personal knowledge of the School’s health and safety policy is updated and the practices are in accordance with it.