



JOB DESCRIPTION

DCS believes that each employee makes a significant contribution to our success and that contributions should not be limited by the assigned responsibilities.

Therefore, this job description is designed to outline primary responsibilities but not limit the employee nor DCS to only the work identified. It is the expectation of the school, that each employee will offer his/her services wherever and whenever necessary to ensure the success of our organization.

Reference Number	
Department	DUCKS (Toddler, Nursery, Reception, Year 1 and Year 2)
Job Title	DUCKS Class teacher
Current level of Classification	Expat teacher
Reporting to	Head of DUCKS
Duties & Responsibilities	<p>Duties:</p> <ul style="list-style-type: none"> to teach a class of children as decided by the Head of DUCKS <p>Responsibilities:</p> <ul style="list-style-type: none"> to create an environment in which the pupils' learning flourishes to be particularly responsible for the pastoral care of the children in their class and to be involved in the pastoral care of all children at DUCKS to teach a class as agreed with the Head of DUCKS to deliver the curriculum, adhering to the policies and curricular documents for DUCKS to coordinate a subject as agreed with Head of DUCKS to report to parents in written form as set out in the DUCKS document on reporting and assessment to attend staff meetings as required for DUCKS as a whole, with year group colleagues and for subject specific meetings to be involved in the planning of the curriculum in discussion with subject coordinators and the Head of DUCKS to keep records of children's progress, attainment and achievements as set out in the assessment policy document for DUCKS to maintain discipline in the manner agreed and set out in policy documents to undertake supervisory duties in the playground to play a part in the extra-curricular life of the pupils by organising or being involved with a chosen extra-curricular activity
Develop supportive and safe learning	<ul style="list-style-type: none"> Dulwich College International is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment



environments	practices which are aligned to the recommendations of the International Task Force on Child Protection. We hold ourselves to a high standard of effective recruiting practices with specific attention to child protection. All appointments are subject to an interview, identity checks, criminal record checks, and successful references.
Job Description Reviewed	August 2018