JOB DESCRIPTION

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| **JOB TITLE:** | Computer Science Teacher with Maths |
| **RESPONSIBLE TO:** | Head of STEM Faculty |
| **LINE MANAGER TO:** | Not applicable |
| **JOB PURPOSE:** | To facilitate learning for students within the given subject area. |

*Lostock Hall Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.*

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| **Teaching and Learning*** To maintain and build upon the standards achieved in the award for QTS.
* To carry out the professional duties of a teacher in respect of any group assigned on the timetable.
* To maintain good order and discipline in the classroom and around school.
* To look to the health and safety of students under your supervision and to carry out a regular review and reinforcement of safety rules.
* To select appropriate exam specifications and lead on the development of the Curriculum in Computer Science KS3 & KS4.
* To prepare lessons in accordance with the department’s scheme of work and appropriate to the ability of students, including work that is to be undertaken out of school in line with a blended curriculum.
* To ensure that all work set is completed and marked in accordance with any departmental policies that have been agreed.
* To keep records of assessment, as required, and to participate in the arrangements for examining students (including arrangements for supervision), as appropriate, so as to provide information on the attainment of students.
* To review, research and report on the progress of students for special reports and to outside agencies, as necessary.
* To review and research, teaching methods and to participate in arrangements for further training and professional development.
* To set homework in accordance with school policy, to consolidate and extend learning and to encourage students to take responsibility for their own learning.
* To work with SEN and support staff to maximise their effectiveness within lessons.
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| **Faculty*** To co-operate with and contribute to the planning of courses and preparation of subject resources.
* To maintain an up-to-date knowledge of national developments in the curriculum area through personal research.
* To undertake any reasonable task as directed by the Head of Faculty or Principal.
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| **Whole School*** Develop and lead upon ICT & Digital strategy.
* To be a role model to students, through personal presentation and professional conduct.
* To take part in appraisal.
* To be familiar with and support all school policies.
* To establish effective working relationships with professional colleagues and support staff.
* To be involved in extra-curricular activities.
* To liaise effectively with parents and other agencies with responsibility for students’ education and welfare.
* To carry out the duties of a Form Tutor, if required.
* To carry out a share of supervisory duties in accordance with published rotas.
* Operate and recommend relevant equipment/ICT packages (e.g. MS office, internet, intranet, SIMS, E-mail).
* Communicate and work closely with Teaching Assistants.
* Communicate and work closely with ICT Manager.
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This job description has been formulated with reference to

the School’s Teachers’ Pay and Conditions Document.