**FULHAM COLLEGE BOYS’ SCHOOL JOB DESCRIPTION**

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| **TEACHER – MAIN PROFESSIONAL SCALE**  **MATHS/COMPUTER SCIENCE** |

Fulham College Boys’ School is a good and improving school with some outstanding features. However, if you ask any of our students about their school they will tell you that it is so much more than that. Situated in the London Borough of Hammersmith and Fulham, our school is a vibrant, inclusive environment in which boys of all abilities thrive within a culture of high expectations and aspiration. Our vision is Raising Boys’ Achievement and it is this that goal which drives us to ensure that our students have every opportunity to achieve academic excellence.

It is expected that the post holder will carry out her/his responsibilities within this philosophy.

*All teachers’ job descriptions define the responsibilities of the post holder as being:*

* *Under the reasonable direction of the Head teacher to carry out the professional duties of a school teacher as set out in the School Teachers’ Pay & Conditions Document (STPCD)*
* *To comply with Health and Safety at Work Legislation*

Job descriptions are subject to review and amendment.

In the case of main scale teacher job descriptions each paragraph is taken directly from the School Teachers Pay & Conditions Document.

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| **Responsible to:** | Curriculum Leader / Learning and Progress Coordinator. |
| **Scale Code:** | Main Professional Pay. |
| **Responsible for:** | The achievement of students by providing high quality teaching and learning opportunities within the spirit of the vision of the school. |

All staff will be responsible to their Curriculum / Faculty Leaders, the Head Teacher and the Senior Leadership Team for ensuring the general good order and discipline of the school, and in the implementation of all policies. All staff are expected to have a clear understanding of the vision, aims, and ethos of the school, and an awareness of its role in the community. It is essential that the academic and pastoral frameworks of the school are seen as inter-related.

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| **TASK CATEGORY – GENERIC FOR ALL MAINSCALE POSTS** |

**Teaching and Learning**

1. Teaching effective lessons that enhance student progress.

2. Planning and preparing schemes of learning and lessons.

3. Teaching the full range of students from Year 7 – Year 11 according to their educational needs, the students assigned to her/him, including the setting and marking of work to be carried out by the student in the school and elsewhere. This may include opportunities to also work within the 6th form.

4. Promoting the general progress and well-being of individual students and of any class or group or students assigned to them.

5. Advising and co-operating with the Head Teacher and other teachers, as well as other adults providing in-class partnership teaching, on the preparation and development of courses of study, teaching materials, teaching programmes, and schemes of learning, methods of teaching / assessment and pastoral arrangements.

6. Participating in meetings at the school which relate to the curriculum or the administration / organisation of the school, including pastoral arrangements. Participating in administrative and organisational tasks related to such duties as are described above, including the management or supervision of persons providing support for teachers in the school and the ordering and allocation of equipment and materials.

7. Taking such part as may be required of her/him in the review, development and management of activities, relating to the curriculum, organisation and pastoral functions of the school.

**Assessment, Tracking Student Progress & Reporting To Parents /Carers**

8. Participating in arrangements for preparing students for public examinations and in assessing students

for the purpose of such examinations; and participating in arrangements for, and supervision, during

such examinations.

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

10. Providing, or contributing to, oral and written assessments, reports and references for individual

students and groups of students.

11. Keeping records of the achievement and progress of students.

12. Keeping records of, and profiles on, the personal and social needs of students.

**Pastoral Support & Guidance**

13. 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.

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

15. Attending assemblies, registering the attendance of students and supervising students, whether these

duties are to be performed before, during or after school sessions.

16. To act as a tutor/co-tutor to a designated group and to act as academic tutor to that group, supporting students in achieving the highest possible standards through setting and monitoring challenging targets.

**Performance Management & Continuous Professional Development**

17. Participating in any arrangements within an agreed national framework for the appraisal of her/his

performance and that of other teachers.

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

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

20. In the case of a teacher serving an induction period pursuant to the Induction Regulations,

participating in arrangements for her/his supervision and training.

21. Maintaining a Professional Development Portfolio.

22. Working towards meeting of Threshold Standards.

**School Ethos**

For Fulham College Boys’ School staff in general:

* To play a full part in the life of the school community, to support its distinctive vision and ethos and to work with staff and students in doing the same.
* To actively support the school’s corporate policies and aspirations.
* To adhere to the staff professional code of conduct as developed collectively by staff.
* To comply with the school’s Health and Safety Policy and undertake risk assessments as appropriate.

**FULHAM COLLEGE BOYS’ SCHOOL**

**MAIN SCALE MATHS/COMPUTER SCIENCE TEACHER - PERSON SPECIFICATION**

**EDUCATION:**

1. Qualified Teacher Status.

2. Qualification in teaching of Maths and Computer Science

3. Evidence of recent relevant training and Continuing Professional Development.

**EXPERIENCE:**

4. An up to date knowledge of the Maths and Computer Science curriculum/current syllabi and relevant assessment procedures.

5. Evidence of excellent classroom practice that inspires **all** learners across the ability range.

6. The ability to communicate effectively and appropriately with students, staff and parents.

**SPECIAL ABILITIES/APTITUDES:**

7. A commitment to ‘Raising Achievement’ and experience of devising and implementing successful strategies in this area.

8. An understanding of target setting and action planning.

9. An understanding of the principles involved in being a successful team member.

**OTHER JOB SPECIFIC REQUIREMENTS:**

10. A commitment to the wider aspects of student development.

11. A willingness to initiate, and participate in, both cross curricular and extracurricular activities, as well

as demonstrating successful involvement in all aspects of school life.

12. Ability to work hard, be flexible and project her/himself as a good role model to students and other

staff, particularly with reference to attendance, punctuality, presentation and general demeanour.

13. A proven commitment to Equal Opportunities Policies.

14. A commitment to boys’ education in an inner city school, as well as to the Trust’s vision and ethos.

**February 2018**