JOB DESCRIPTION
Teacher of Computing

Line Manager – Assistant Head - Director of Digital Learning

Key Responsibilities:

- To deliver the appropriate curriculum.
- To contribute to the review, development and management of the Computing Department including Information and Communication Technology and the Computer Design Technology at KS3
- To work in accordance with the role of teacher as defined from time to time by Radnor House Sevenoaks.
- Members of staff should, at all times, work within the framework provided by the school's policy statements to fulfil the general aims and objectives of Radnor House Sevenoaks.
- You would be expected to deliver Computer Science up to KS5, iMedia and ICT & CDT* at KS3

* CDT (Computer Design Technology) is a graphic design curriculum that we are offering to students at KS3.

Key Tasks:

- To oversee and organise the resources for each group of students you teach within the financial parameters of the Computing and ICT Department.
- To deliver teaching of a high standard.
- To maintain outcomes of achievement from students taught.
- To maintain standards of discipline in line with Radnor House Sevenoaks policies.
- To maintain an attractive and well-ordered classroom.
- To complete all student assessment requirements, including the regular marking of homework and coursework as appropriate.
- To develop a continual updating of knowledge and understanding of the Computing, ICT and CDT curriculum through personal reading, research and training.
- To attend required meetings with colleagues and parents relative to duties outlined in this job description and in line with our published schedule.
- To participate in School Evaluation and INSET in the following areas of the curriculum:-
  - i. **Computing, ICT and CDT and other related areas of the curriculum**
  - ii. **Pastoral including Child Protection**
- To contribute to the construction of an annual Departmental Plan as required.
- To develop and maintain the resources required to enable effective teaching of your subject.

Pastoral Responsibilities:

- To perform the tasks and duties of a Tutor if required, under the direction of the Head.
- Take a full part in the pastoral arrangements of Radnor House Sevenoaks.

Other considerations:

- To contribute to the co-curricular life of Radnor House Sevenoaks.
- To contribute to the organisation and management of Computing, ICT and CDT related events and co-curricular activities.
- To undertake such other duties as the Head or Leadership Team may reasonably request.
- To continue the roles outlined in this job description to the highest level.

The above Statement of Responsibilities is agreed to be an accurate job description.