|  |
| --- |
| **TEACHER OF FOOD TECHNOLOGY****JOB DESCRIPTION – Suitable for a NQT** |
| **ACCOUNTABLE TO** | Head of Faculty / Head of Year |
| **SCALE** | Main scale |
| **DURATION** | permanent |
| **APPOINTMENT** | Full time |
| **JOB PURPOSE** | * To carry out all duties and responsibilities in accordance with School policies and procedures and statutory requirements.
* Classroom teaching is at the heart of the school’s purpose to maximise the academic achievement of every member of the school community.
* In addition to meeting the requirements of the National Standards of Teachers, the following will be expected in this role:
	+ to support in the promotion of high standards of student learning, achievement, progress, attainment and behaviour through working effectively with the departmental team;
	+ to support and work collaboratively with other members of the Faculty in raising academic achievement across the faculty;
	+ your performance will be judged by your outcomes relating to targets set in your PMR, attitudes and professional behaviours. This job description is current at the date shown, but in consultation with you, may be changed to reflect or anticipate changes in the job commensurate with the grade and job title, it may also be subject to amendment by government legislation.
 |
| **Key Area** | **Responsibility** |
| **Teaching** | * Planning and preparing courses, schemes of work and lessons
* Teaching: according to the educational needs of each student
* Setting and marking of work and homework to be carried out by the students in school and elsewhere
* Assessing, recording and reporting on the development, progress and attainment of students, meeting required deadlines
* Communicate effectively with parents/carers
* Make records and reports on the personal and social need of students
* To assist in the development of programmes of study and resources, supporting the role of the Head of Faculty in developing engaging lessons and schemes of work.
* To have high expectations of work and standards
* Promote the general wellbeing of individual students and classes
 |
| **Assessment and Reporting** | * Provide or contribute to oral and written assessment, reports and references relating to an individual student and groups within required deadlines.
 |
| **Performance and Management** | * Participate in appraisal of your performance
* To meet or exceed targets set.
 |
| **Cover** | * Teachers will be required to cover lessons only in rare and exceptional circumstances
 |
| **Professional development** | * Periodically review your methods of teaching and programmes of work
* Participate in arrangements for further training and professional development including those aimed at meeting the need identified in performance objectives or in performance statements
* Participate in induction training programme arranged for your supervisions and training
 |
| **Discipline, health and safety** | * Maintain good order and discipline and safeguard their health and safety among students both within the classroom, school premises and when they are engaged in authorises school activities elsewhere
* To work in accordance with the guidelines set down in the school Health and safety policy and specific faculty areas
 |
| **Tutor Role** | * To carry out the responsibilities expected of tutors, in regards to student learning, behaviour, achievement, attainment, progress, attendance and safeguarding.
* Attend assemblies
 |
| **Examinations** | * Participate in arrangements for preparing students for external examinations, in assessing students for the purpose of such examinations
 |
| **General responsibilities** | * To promote the School’s values and ethos in accordance with the School’s Professional Code.
* To work actively to create and promote an engaging learning environment for all students at Welling School.
* Carry out other specific duties as directed by the Headteacher.
* Directed time as and when advised by the Headteacher.
 |