

Teacher of Drama

Job Description



1. AS A MEMBER OF STAFF

Under the guidance and direction of the Headteacher, Associate Headteacher or Deputy Headteacher:

- carry out the professional duties of a schoolteacher.
- carry out supervisory duties in accordance with published rotas.
- participate in appropriate meetings with colleagues and parents relative to professional duties.
- implement whole school policies.
- adhere to whole school guidance/procedures.

2. AS A MEMBER OF A DEPARTMENT

Under the guidance and direction of the Head(s) of Department:

- plan and prepare courses/lessons/schemes of work.
- teach according to the allocated timetable.
- set, mark, assess and record work carried out by pupils in school and elsewhere.
- complete reports/profiles as required by the department and school.
- communicate with parents re. pupils' progress and achievements.
- participate in CPD activities within and beyond the school.
- promote and maintain the positive behaviour of pupils, safeguarding their health and safety, both in school and in authorised school activities elsewhere.
- participate in relevant meetings relating to curriculum, administration or organisation.
- participate in public and internal examination arrangements.
- register the attendance of pupils at each lesson.
- be responsible for relevant teaching areas with regard to health and safety, appearance and display.

3. AS A MEMBER OF A YEAR TEAM (Tutors and Attached Staff)

Under the guidance and direction of the Head of Year:

- follow procedures re. attendance and punctuality outlined in the *Staff Handbook* including the maintenance of the daily register.
- complete relevant reports/profiles/references.
- promote and monitor a positive ethos amongst pupils, including high standards of work, organisation, behaviour, attendance and punctuality.
- check and sign Pupil Planners on a weekly basis.
- use registrations profitably, and ensure that pupils remain in their tutor group rooms at these times.
- teach the CPSHEE programme.
- attend assemblies.
- participate in meetings called by the Head of Year.
- participate in Parents' Meetings involving the Tutor Group, and foster good home-school relationships.

MORPETH SCHOOL



TEACHER OF DRAMA

Selection Criteria

Please address these criteria in your application form and interview

1. Qualified teacher of Drama with ability to teach KS3 English and/or Humanities if necessary.
2. A commitment to inclusive education and the raising of aspiration and achievement.
3. Evidence of highly effective teaching and learning practice, including curriculum development.
4. A secure knowledge of current curriculum developments and approaches to teaching and learning, particularly those relating to Drama.
5. An understanding of the purpose and use of assessment procedures, and an ability to maintain accurate records to track and support pupil progress.
6. A commitment to continuing professional development and collaborative working.
7. High level communication, administrative and organisational skills.
8. An excellent record of attendance and punctuality.
9. Commitment to the protection and safeguarding of children and young people.