

**POST: TEACHER FOR DRAMA**

**SALARY: Main scale/UPS**

**Contract: Full Time or Part Time**

**DURATION: Permanent**

**JOB DESCRIPTION**

**JOB PURPOSE**

* 1. To work in support of the Head of Creative Faculty and colleagues in promoting and developing drama throughout the school.
  2. To promote the general progress and well-being of individual students and of any class or group assigned to you principally, but not exclusively, by teaching Drama and as a form tutor.
  3. To support the implementation of school and faculty policies.

**DUTIES & RESPONSIBILITIES**

* Planning and preparing work for and recording attendance of students assigned to you.
* Teach, according to their education needs, the students assigned to you including the setting and marking of work carried out by those students.
* Using school and faculty procedures assess, record and report on the development, progress and attainment achieved by those students.
* Communicate and consult, in accordance with school and faculty policies, with the parents of students assigned to you.
* Participate in any arrangements within an agreed framework for the appraisal of your performance.
* Take part with the in the subject self-reviews and focus weeks.
* Participate in arrangements for further training and professional development as a teacher and keep up to date with contemporary issues in Education and your teaching subject(s).
* Carry out supervisory duties and cover in accordance with local and national agreements.
* Actively promote the relationship between the school and the community.
* Take all reasonable steps to maintain good order and discipline among students and safeguard their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.
* Participate as appropriate in meetings at the school which relate to the curriculum, administration or organisation of the school.
* Participate in arrangements, as appropriate, for preparing students for public examination, record and report such assessments, and participate in arrangements for students’ presentation for and supervision during such examinations.

This general Job Description is not comprehensive and the post holder will be required to undertake such other tasks appropriate to the level of appointment as the Principal may reasonably require.

Signed: (Post Holder) ................................................. Date:

Signed: (Principal) .....................................................