

## OUR VALUES

We enrich through a broad and varied curriculum

## Job Description

<b>Job Title</b>	Classics (part-time)
<b>Line Manager</b>	Director of Humanities
<b>Department</b>	Teaching

### Job Summary

To teach Classics with expertise and enthusiasm at KS3, GCSE and A Level, offering support to the learning of individual students and contributing to the School's pastoral system.

Candidates will have a firm grasp of curricular developments, inspire high standards in the classroom, have a warm approach, and be prepared for wider involvement in co-curricular activities.

### Main Responsibilities

#### Teaching:

- Plan and teach challenging, well-organised lessons and sequences of lessons, informed by secure subject knowledge, in line with the vision of the Classics Department.
- Use an appropriate range of teaching strategies and resources which meet students' needs and expectations and are designed to raise levels of attainment.
- Build on the prior knowledge and attainment of earlier learning in order that students meet their learning objectives and make sustained progress.
- Develop ways to encourage, challenge and inspire students to apply new knowledge, understanding and skills to deepen further learning.
- Manage the learning of individuals, groups, and whole classes effectively, using teaching techniques appropriate to suit the stage of the lesson and the needs of the learners.
- Keep up to date with preparation and marking, using informative assessment which guides and encourages students and feeds into future planning / teaching.
- Assess, record, and report on the development, progress and attainment of students.
- Provide students, colleagues, parents and carers with timely, accurate and constructive feedback on students' progress, attainment and areas for development.
- Assist students outside of lesson time, contribute to Classics clubs, enrichment activities, cross curricular activities and educational trips.
- Contribute, as appropriate, to the development of schemes of work and shared departmental resources and adhere to schemes of work when planning and teaching.
- Deploy innovative methods of delivering ICT through Classics, promoting independent learning and personal development of students.
- Develop clear lines of communication and cooperation with parents and carers.

#### Continuing Professional Development:

- Review own methods of teaching and programmes of work.

- Evaluate own performance and be committed to improving own practice through appropriate training and development.
- Engage actively in the performance review process.

#### **General:**

- Manage students' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the School's behaviour policy.
- Maintain good order and discipline among 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 school activities elsewhere.
- Attend meetings as required (departmental, staff, pastoral, parent meetings, etc.).
- Promote the school in a variety of different contexts, including attending curriculum and marketing events where appropriate, and interactions with parents and prospective parents and students.
- Assist with supervision and covering for absent colleagues when required.
- Act as a Form Teacher, as required, providing pastoral care and support.
- Full involvement in co-curricular activities and initiatives, according to strengths.
- Support students and colleagues by attending school productions, functions, trips and events as appropriate, and contributing to the wider life of the School.
- Support and contribute to House activities (assemblies, competitions, etc.) as required.
- To promote and uphold the ethos and values of Tormead School.
- Actively promote and model good practice in equality, diversity, and inclusion, and to support and uphold fundamental British values.
- To adhere to all School policies, procedures, and risk assessments, including safeguarding, child protection and health and safety.

This job description is not intended to be all embracing and the post holder shall be required to carry out other duties as necessary and required, commensurate with training and experience.

#### **Safeguarding Children**

The postholder is responsible for promoting and safeguarding the welfare of children and young persons with whom they come into contact, and to adhere to and ensure compliance with Tormead's Safeguarding Policy at all times. If, in the course of carrying out their duties, the postholder becomes aware of any actual or potential risks to the safety or welfare of children in the School, they must report any concerns to one of the school's Designated Safeguarding Leads in accordance with Tormead's policies and procedures.

#### **Key Relationships**

**Internal:** Director of Humanities, colleagues, technician, students, and parents

**External:** Prospective parents and students

#### **Person Specification – Classics Teacher**

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>
<b>Qualifications &amp; Training</b>	<ul style="list-style-type: none"> <li>• Well qualified graduate of Classics</li> </ul>	

	<b>Essential Criteria</b>	<b>Desirable Criteria</b>
	<ul style="list-style-type: none"> <li>• Qualified Teacher Status (or equivalent)</li> <li>• Evidence of continuing and relevant professional development</li> </ul>	
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of teaching Classics across Key Stage 3 to 5</li> <li>• Experience of developing an inclusive classroom with high standards of achievement for all</li> <li>• Experience of using assessment effectively to inform teaching</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of integrating technology with learning</li> <li>• Proven experience of successfully contributing to or running co-curricular clubs and activities</li> </ul>
<b>Knowledge &amp; Understanding</b>	<ul style="list-style-type: none"> <li>• Strong passion for Classics and excellent subject knowledge</li> <li>• Up-to-date knowledge of safeguarding requirements and approaches to pastoral care</li> <li>• Knowledge and understanding of data protection and a commitment to maintaining confidentiality</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge and understanding of and a commitment to equal opportunities and health and safety</li> <li>• An understanding of the independent school sector</li> </ul>
<b>Skills &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• Ability to use a range of teaching strategies to meet the needs of all students</li> <li>• Ability to inspire, motivate and support students</li> <li>• Sound behaviour management skills and discipline, both inside and outside the classroom</li> <li>• Excellent communication and interpersonal skills, able to work effectively and harmoniously with others (including students, colleagues, and parents)</li> <li>• Commitment to the improvement and development of own teaching and performance</li> <li>• Confident user of ICT to aid administration and learning</li> <li>• Ability to solve problems, make sound judgements and take decisions</li> <li>• Ability to work under pressure, on own initiative, and react to competing demands</li> </ul>	<ul style="list-style-type: none"> <li>• Dedication to promoting Classics within the School and marketing within and outside school</li> <li>• Excellent record keeping and reporting</li> <li>• Inquisitive, collaborative and thorough</li> </ul>