



# Teacher of Computing

# Job Description

**Post Title:** Classroom Teacher

**Reports to:** Principal (or as directed by the Principal – Head of Department/Faculty)

**Salary scale:** Main scale – Upper Pay Scale (inner London)

**Duration:** Permanent

**Start Date:** September 2026

## Key Accountabilities, Duties and Responsibilities

All teachers will be responsible to the Head of the named Department and to the Principal for ensuring the general good order and discipline of the school, and the implementation of all policies. All staff are expected to have a clear understanding of the aims, objectives and ethos of the school, and an awareness of its role in the community. It is essential that the academic and pastoral frameworks in the school are seen as inter-related. The post holder is expected to be sensitive to the expectations of the local community

### Main Responsibilities:

Teaching and Pastoral Responsibilities. As outlined in the School Teachers' Pay and Conditions document, you will have a teaching commitment throughout the school. This will involve, amongst other responsibilities:

- planning and delivering lessons;
- maintenance of pupil and class records;
- completion of pupils' subject reports and profiles;
- assessment, monitoring and evaluation in line with school policy;
- setting of pupil targets;
- attendance at departmental meetings;
- contribution to the provision of teaching materials within the department;
- setting and marking of regular homework;
- running extra-curricular programmes of learning and other enrichment activities;
- the maintenance and care of all stock and resources.

In addition to a teaching commitment, all teachers are expected to undertake pastoral responsibilities. In this capacity you will be either a Form Tutor or an attached member of staff.

As a teacher at Mulberry Academy London Dock, you will also be required to undertake the following additional responsibilities.

### School leadership

- To contribute to the well-being and development of the school by the supervision of pupils and to model good behaviour to pupils.

## Curriculum content

- To assist with curriculum planning, incorporating the whole-school policies; contributing relevant units or components to other Department / Faculty syllabuses as may be required; implementing the homework policy and ensuring that work is effectively monitored.

## Membership of a team of teachers and contribution to it by:

- Assisting in the development of departmental initiatives and attending departmental / faculty meeting.
- Assisting in the preparation of support materials and schemes of work, including monitoring and evaluating their effectiveness;
- Keeping up to date with recent curriculum developments;
- Participating in the provision of in-service training;
- Developing her/his own skills through in-service training for colleagues when appropriate and participating in the teacher appraisal programme;
- Liaising with specific departments and teams, as can reasonably be directed;
- Contributing to committees + working parties, as necessary.

## Administration

- Maintain assessment records according to school policy and within current legislation;
- Assist in providing information to parents and colleagues about the work of the department/faculty, and the progress of pupils. This may include material for the school prospectus, option booklet, staff and departmental handbook

## Teaching

- To undertake an appropriate programme of teaching in accordance with the duties of a standard scale teacher, commensurate with the grade of this post.

## Additional duties

- To play a full part in the life of the school community, to support the aims and ethos of the school, and to encourage and ensure staff and pupils/students to follow this example
- To ensure the faculty contributes to our extensive enrichment / intervention programme
- To attend all Parents' Meetings relevant to the teaching of the faculty

## Other specific duties

- To continue professional development
- To engage actively in the appraisal review process
- To lead on a specific area of responsibility to support the aims of the Faculty

## Equality, Diversity and Inclusion

- Adhere to the Trust's policies and ensure anti-discriminatory practice in all aspects of the role.
- Responsibility for ensuring compliance with equality legislation.

## Safeguarding

- The post-holder will have due regard for safeguarding and promoting the welfare of children and young people and will follow the child protection and safeguarding procedures adopted by Mulberry Schools Trust. Any safeguarding and child protection issues will be acted upon immediately by informing a Designated Child Protection Lead.
- The school as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the Trust on its behalf.

## Health and Safety

The Health and Safety at Work Act (1974) places duties on all employees:

- To take reasonable care for their own Health and Safety and that of other persons who may be affected by the individual's acts or omissions at work;
- To co-operate with management to enable them to carry out their duties and comply with all relevant Health and Safety legislation;
- Not intentionally nor recklessly to interfere with or misuse anything provided in the interests of health, safety or welfare;
- To assist management/leaders in preparing, implementing and updating all relevant risk assessments for their area of responsibility.

In addition to this, the Health and Safety at Work Act (1974) places duties on all employees:

- To take reasonable care for their own Health and Safety and that of other persons who may be affected by the individual's acts or omissions at work;
- To co-operate with management to enable them to carry out their duties and comply with all relevant Health and Safety legislation;
- Not intentionally nor recklessly to interfere with or misuse anything provided in the interests of health, safety or welfare;
- To assist management/leaders in preparing, implementing and updating all relevant risk assessments for their area of responsibility.

The duties and responsibilities in this job description are not exhaustive. The postholder may be required to undertake other duties that may be required from time to time within the general scope of the post.

## Declaration

I confirm that I have read and accept my job description.

<b>Full Name</b>	
<b>Signature</b>	
<b>Date</b>	

# Person Specification

## Post title: Classroom Teacher

The applicant will understand the importance of their teaching role as well as their wider responsibility to the progress of the whole school.

## Qualifications and experience

- Qualified teacher Status and have relevant qualifications and experience in their subject area
- Demonstrate they have an overview of the needs of the whole school as well as their curriculum area/s
- Be aware of current relevant legislation and educational developments
- Understand the curriculum and factors contributing to the learning experience of pupils
- Demonstrate a positive approach to change
- Have relevant skills and qualities, and a flexible approach to the demands of the post
- Be able to work under pressure and meet deadlines
- Be able to work as part of a team, valuing the contribution of other members
- Demonstrate commitment to all school policies
- Understand the needs of pupils with Special Educational Needs and be able to respond to those needs.

## Knowledge

- An understanding of current national policies, curriculum developments and the statutory and legal framework within which a school operates.
- An appreciation of the challenges and social context of the school's catchment area, in particular the issues facing young people of BAME background.
- An understanding of appropriate strategies that will contribute to the further raising of pupil attainment, in a school with a high proportion of pupils for whom English is an additional language.
- An understanding of the issues of inclusive education and proven experience in the effective development of practices to support this concept.
- An understanding of how to lead a team of diverse people with understanding of issues of Equality, Diversity and Inclusion.
- Understanding and implementing the requirements of whole school strategy in high quality learning and teaching.
- Experience of leading staff in the improvement of learning and teaching.
- Knowledge of developments in the safeguarding and pastoral care of pupils.
- Understanding and implementing all aspects of strategic planning.
- Ability to manage budgets and resources successfully.
- Experience of school self-evaluation and development planning procedures.
- Ability to monitor performance (student, curricular, faculty, pastoral).

## Skills

- The ability to effectively manage the process of change, including monitoring and the setting of targets.

- Demonstrate strategic thinking and planning to realise the vision and aims of the school.
- The ability to process, analyse and use data to inform decisions.
- Possess good interpersonal, written, and oral communication skills.
- Has high disciplinary standards and can manage difficult behaviour.

## Personal attributes

- Presents a positive role model in carrying out duties and when representing the school.
- Can work effectively as part of a team.
- A commitment to, and understanding of, the wider aspects of student development, including English as an additional language and inclusion.
- Possesses integrity and relate appropriately to inspire commitment, enthusiasm and confidence from staff, pupils, governors, and parents in promoting the values, ethos and standards of the school.
- A willingness to initiate and participate in both cross curricular and extra-curricular activities, as well as demonstrating successful involvement in all aspects of school life.
- Clarity of thought and vision with proven ability to finish a task.
- Desire to develop professionally beyond this post.
- A strong role model for staff and students including having excellent attendance and punctuality.
- Flexible, able to work under pressure and meet deadlines.

Candidates should demonstrate how they meet these selection criteria in their application form, their supporting statement and the selection interview, including supporting tasks.

We are committed to being an equal opportunities employer and actively encourage people from a wide variety of backgrounds, experience and skills to join us and influence and develop our working practice. We particularly encourage applications from Black and global majority people, and candidates who are disabled. All disabled candidates and who demonstrate that they meet the essential criteria will be invited for an interview, in line with the Equality Act 2010.

Successful candidate appointment will be subject to conditional satisfactory checks such as an Enhanced DBS.

***This job description and person specification is correct at the date of publication and may alter over time as the needs of the Trust change. The job description will be discussed as part of the Trust's appraisal policy and may be amended after discussion with the post holder.***