# LODE HEATH SCHOOL

*part of*
Arden Multi Academy Trust

## JOB DESCRIPTION

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| **Post Title:** | **Teacher of Science** | **Salary Grade:** | **MPS or UPS** |
| **Location:** | **Lode Heath School** | **Point Range:** | **MPS 1-6**<br>**UPS 1-3** |
| **Department :** | **Science** | **Weeks:** | **39** |
| **Responsible to:** | **Subject Leader**<br>**Year Leader**<br>**Associate Headteacher** | **Hours:** | **32.5 (full time)** |

**JOB PURPOSE**
Teacher of Science primarily and other subjects where required, according to the Teachers' Pay and Conditions Act.

To promote the general progress and well-being of individual pupils and of any class or group of pupils assigned to you principally but not exclusively by teaching Science.

To actively support the collegiate responsibilities across the school as a whole.

To support the Subject Leader in ensuring that the Department's work meets the aims and policies of the school, both in relation to the ethos of the school and to specific curriculum policies.

**WORK PERFORMED**

1. Teach across the age and ability range to and including GCSE, in a professional manner, with full regard to the aims and objectives of the Area and current programmes of study.
2. Raise the contribution of the subject as part of the development of the whole child.
3. Provide a colourful, stimulating, supportive and challenging environment for learning.
4. Employ a wide range of pedagogical strategies to meet the needs of all learners.
5. Gather and use assessment data to plan and implement effective intervention work.
6. Follow agreed procedures on matters such as marking and providing feedback on student work, record keeping, report writing, disciplinary matters and the setting of homework.
7. Attend meetings, parents' consultation meetings and other events within the annual calendar.
8. To actively support the collegiate responsibilities within the main teaching area, addressing aspects of delegated responsibility as appropriate.
9. Help draw up the school and department evaluation and development plans.
10. Perform such reasonable duties as required by Head, Subject Leader and Head of Year.
11. To respond to the entitlement of all staff to professional development through an induction process and through his/her personal growth according to the Continuing Professional Development/Performance Management Scheme.
12. To promote the general progress and well-being of individual pupils and of any class or group of students assigned to him/ her principally but not exclusively as a form teacher.
13. As a form tutor, contribute to all aspects of pupils' personal and educational development in co-operation with the Year team and the Deputy Headteacher.
14. Take an equitable share of statutory duties.

**WORK RESPONSIBILITIES**
Teaching timetable and tasks in accordance with the job description of subject teacher.

**PEOPLE RESPONSIBILITIES**
UPS teachers are required to make a 'substantial and sustained' contribution to the wider life and ethos of the school. This may include the coaching and mentoring of other staff members.

**SAFEGUARDING RESPONSIBILTIES**
The post holder is responsible for promoting and safeguarding the welfare of children, young people and vulnerable adults she/he is responsible for, or comes into contact with all staff.

**FINANCIAL RESPONSIBILITIES**

**BUILDINGS AND EQUIPMENT RESPONSIBILITIES**

**TRAINING AND DEVELOPMENT**
The School is committed to personal and organisational development of the individual.

The post holder will be encouraged to contribute to identify and meet job related development needs.

**SPECIAL CONDITIONS OF EMPLOYMENT**

- The School operates a 'Non Smoking' policy. As such, the post holder is required to refrain from smoking in any School workplace.
- Co-operate with the employer on all issues to do with Health, Safety & Welfare.
- Support the School's implementation of all other current statutory requirements, e.g. Disability Discrimination Act, Access to Work, Equal Opportunities, Child Protection etc.

**GDPR & DATA PROTECTION**

As an employee of the School, the post holder is expected to comply with the provisions of the Data Protection Act (GDPR) 2018. As part of your application to join us, we will gather and use information relating to you. For further details and the recruitment privacy notice please visit www.lodeheathschool.co.uk/gdpr.

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the School in relation to the post holder's professional responsibilities and duties. Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

**Job description reviewed by: L Suddon** **Date: March 2019**