



SOLIHULL
ALTERNATIVE PROVISION
MULTI ACADEMY TRUST



Job Description

Job Title:	Teacher of Catering
Location:	Coventry Alternative Provision Academy
Salary Band:	MPS 1-6 / UPS 1-3 + SEN allowance
Contract:	Permanent, 1 FTE

Overall Responsibility

To take responsibility for planning and teaching Food Technology up to GCSE and/or another level 2 vocational qualification.

Main duties & Key Accountabilities

- In consultation with the relevant department and Lead Teacher (where appropriate), establish and maintain a broad, balanced, relevant and vibrant learning programme as an integral part of the overall curriculum plan.
- Systematically maintain, review and develop the learning programmes taught to ensure their continuing success and relevance to the students.
- Systematically monitor and review the implementation of the learning programme to ensure that all of its elements are being addressed successfully and that the appropriate outcomes specified for students meet or exceed the targets agreed by the Academy, in line with the national recommendations for Alternative Provision.
- Actively contribute to and ensure the development and implementation of appropriate assessment, reporting and recording procedures.
- Support colleagues who contribute to the development of your allocated subject/s to ensure that individual students are supported in addressing their educational and pastoral issues, liaising with other colleagues and agencies as appropriate.
- Take responsibility for the teaching of your subject to your allocated pupils across the Academy sites.
- Develop and maintain constructive working relationships with students to promote progress, providing constructive feedback.
- Develop and maintain constructive working relationships with relevant external agencies to support the continual development of relevant subject skills for students.
- Use specialist skills to de-escalate difficulties involving students and physically intervene if required, within the Trust's guidelines and in accordance with Team Teach training.

- Promote student independence in learning and the development of social skills, reinforcing students' self-esteem through praise and encouragement, setting challenging and demanding expectations and promoting independence.
- Support and contribute to the overall ethos/work/aims of the Trust.
- Work, as appropriate, in partnership with the Senior & Extended Leadership Team on strategic planning and on developing policies relevant to the learning programme.
- Act as Key Worker to identified students, taking a lead role in their support and progress.
- Attend and participate in relevant meetings, CPD sessions, etc. as required.
- Undertake any other duties and responsibilities within the range of the salary grade.

Health, Safety and Security

- 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.

Pastoral Care

- Deal with or report, to the nearest member of the teaching staff, incidents that are seen or reported regarding pupils' welfare.

Continuing Professional Development – Personal

- In conjunction with the Headteacher, take responsibility for personal professional development, keeping up-to-date with research and developments related to school efficiency, which may lead to improvements in the day-to-day running of the school.
- Undertake any necessary professional development as identified in the School Development Plan taking full advantage of any relevant training and development available.
- Maintain a professional portfolio of evidence to support the Appraisal process - evaluating and improving own practice.

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, Director of Education or the incumbent of the post.