

## Job Description

**Job Role:** Teacher of Design Technology

**Responsible to:** Head of Department and Head of Year

**Job Purpose:**

To carry out the duties of a class teacher as set out in the School Teachers Pay and Conditions Document accessible at <https://www.gov.uk/government/publications/teachers-standards> and the Teachers' standards accessible at <https://www.gov.uk/government/publications/teachers-standards>.

This includes:

- Promoting high standards of learning and achievement for all children through the delivery of high quality teaching;
- Taking on the role of pastoral form tutor to provide high quality academic guidance and mentoring;
- Undertaking any other reasonable professional duties as requested by the Headteacher to ensure the effective operation of the school; and
- Promoting and supporting the vision and values of the Greensand Multi-Academy Trust.

**Key Accountabilities:**

Teaching and Learning

- Teach consistently high quality lessons that are well planned, follow the scheme of work and maximise children's progress and achievement.
- Promote a positive climate for learning that enables all children to be successful and to develop skills for learning.
- Demonstrate a thorough and up to date knowledge of the teaching of your subject area and take account of wider curriculum developments which are relevant to your subject specialism.
- Ensure that teaching is creative and engaging and makes effective use of technology.
- Submit robust, reliable and timely data, as required, to evidence children's progress and attainment.
- Be well prepared for parent consultation events and be pro-active in securing parental attendance and engagement.
- Use a range of appropriate strategies for teaching and classroom management.
- Plan effectively to meet the needs of children with Special Educational Needs and, in collaboration with the SENCO, contribute to the preparation, implementation, monitoring and review of SEND Education Plans.

- Set high expectations for children's behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Mark and monitor work completed in class and at home providing constructive oral and written feedback.
- To adhere to school policy on child protection and safeguarding, and to play a pro-active role in ensuring children's safety.

## Pastoral Form Tutor

- Facilitate learning through effective pastoral care, discipline and rewards, providing appropriate advice, guidance and support as required.
- Monitor work, academic progress and raising attainment through appropriate interventions.
- Monitor patterns of attendance and lateness, providing support and/or implementing interventions to support punctual and regular attendance.
- Monitor homework provision and completion through Show My Homework.
- Monitor and support the overall progress and development of children.
- Facilitate and encourage a learning experience which provides children with the opportunity to achieve their individual potential.
- Contribute to raising standards of children's attainment and progress.
- Share and support the school's responsibility to provide and monitor opportunities for personal and academic growth.

## Professional Development

- Understand your professional responsibilities in relation to school policies and procedures.
- Take responsibility for implementing school policies and practices.
- Take responsibility for your own professional development, setting objectives for improvements, and taking action to keep up-to-date with research and developments in pedagogy and in the subject(s) you teach.
- Establish effective working relationships with professional colleagues including, and where applicable, deploy support staff and other adults effectively in the classroom, involving them, where appropriate, in the planning and management of children's learning.
- Be aware of the school's aims, priorities, targets and action plans, and contribute to the creation of departmental and whole school improvement plans.

## Personal Qualities:

- ICT Skills, including evidence of success in using ICT as a tool to improve teaching and Learning.
- Track record of continuous professional development.
- Desire to achieve excellent outcomes for children.
- Being an inspirational role model to children and colleagues.
- An ability to develop good working relationship with children and staff.
- Good organisational skills and effective standards for behaviour management, marking and planning.

Reigate School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The post is exempt from the Rehabilitation of Offenders Act 1974 and the successful candidate will be required to have an enhanced DBS check and an overseas criminal records check if you have lived or worked outside the UK within the last 10 years.