**GLENDENE ARTS ACADEMY**

**JOB DESCRIPTION – FOOD TECHNOLOGY TEACHER**

**MPS**

**Position Description**:

We are an all age generic SEN school and looking to appoint a teacher of DT with a major emphasis on Food Technology to join our teaching team. The teacher may also be asked to carry out the role of form tutor – at Principals discretion.

The successful applicant may be deployed in all Key Stages at the Principal’s discretion.

**Job Description**:

The teacher will be expected to:

• Have regard to the Children Act (2004) and treat all pupils with respect and provide for their personal, educational and learning needs.

• Abide by the conditions of service as outlined in the latest Local Government Pay and Conditions document.

• Abide by the School’s Code of Professional Conduct

• Be a member of the team who make up the whole school staff including teachers, teaching assistants, caretakers, clerical assistants, supervisory assistants, kitchen staff and cleaning staff.

• Record pupil attendance according to school procedures.

• Carryout lunch and playground duties as timetabled or when necessary.

• Attend CPD and other school meetings and In Service Training as and when required.

• Be responsible for maintaining high standards in the following key areas:

**Curriculum Delivery**:

• Promote develop and teach Food Technology to pupils with a range of SEN aged 2 – 19 years

• To teach other aspects of Design Technology Curriculum within the timetable

• Maintain resources to the required safety standards

• Maintain a high quality level of visual display, within the classroom, that encourages pupils to consider diet and aspects of healthy living

• Maintain an exciting and stimulating learning environment

• Provide effective learning & teaching for individual and whole groups

• Plan and evaluate learning activities/lessons contributing to subject development plans, curriculum documents and policies

• Monitor and evaluate the Design Technology curriculum in ‘value for money’ terms

• Design opportunities for learners to develop their literacy, numeracy and ICT skills

• Observe, record and report on pupil performance

• Maintain pupil records

• Take a full and active role in preparing and maintaining the learning environment

• Adapt language to suit the learners they teach, introducing new ideas and concepts clearly, and using explanations, questions, discussions and plenaries effectively

• Develop an understanding of and help to maintain the Total Communication Environment

• Establish a purposeful and safe learning environment conducive to learning and identify opportunities for learners to learn in out-of-school contexts

• Establish a clear framework for classroom discipline to manage learners’ behaviour constructively and promote their self-control and independence

• Respond to pupil questions about process and procedure

• Supervision of work that has been set in accordance with school policies

**Assessment, Monitoring and giving Feedback:**

• Provide timely, accurate and constructive feedback on learners’ attainment, progress and areas for development

• Support and guide learners to reflect on their learning, identify the progress they have made and identify their emerging learning needs

• Evaluate the impact of their teaching on the progress of all learners and modify their planning and classroom practice where necessary

**Team Membership**:

• Contribute to relevant staff, department, subject and team meetings

• Make effective contributions to department, staff, subject and team meetings

• Work as a team member and identify opportunities for working with colleagues, sharing the development of effective practice with them

• Recognise and use your own strengths and those of others

• Promote and safeguard the welfare of the children

**Pastoral Care:**

• Communicate with parents as and when necessary

• Attend meetings with parents and other professionals

• Provide written reports on children’s progress when required

• Provide pupil supervision at break times when directed

• Support school policy regarding equality and diversity

• Work within safeguarding procedures, in line with school and local authority policies

**Health:**

• Contribute to both the physical and emotional health, and well-being of children

• Communicate with the School Nurse regarding any concerns

• Work with the Senior Management in liaising with Health Service professionals

**School Identity:**

• Promote a positive image of the school to children , parents and visitors

• Behave professionally at all times and maintain confidentiality of information

• Involve children in the life of the wider community

**Personal and Career Development**:

• Review and develop your own professional practice

• Identify training needs in association with the school CPD officer

• Undergo appropriate training