**GLENDENE ARTS ACADEMY**

**JOB DESCRIPTION**

**FOOD TECHNOLOGY TEACHER**

**MPS/UPS**

**Position Description:**

We are an all age generic SEN school and looking to appoint a food technology teacher 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 and develop Food Technology
* 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’ terns
* 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 and 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