

## **Art & Design Teacher**

### **Job purpose including main duties and responsibilities**

**In addition to the General Professional duties set out in the School Teachers' Pay and Conditions Document the following duties are attached to the post of Class Teacher.**

Responsible for:

- Teaching and supporting all designated classes.
- To cover teachers PPA time.
- Raising the profile and quality of art and design within the school and community.

### **General Responsibility**

- To implement and deliver an appropriately broad balanced, relevant and differentiated Art and Design Technology curriculum for pupils.
- To monitor and support the overall progress and development of pupils.
- To facilitate and encourage a learning experience which provides pupils with the opportunity to achieve their individual potential.
- To contribute to raising standards of pupil attainment.

### **Teaching**

- To undertake a designated programme of teaching across EYFS, Key Stage 1 & 2
- Teach consistently high quality lessons
- Plan and deliver schemes of work and lessons that meet the requirements of the EYFS and Key Stage 1 & 2 curriculum
- Be a role model for pupils, inspiring them to be actively interested in Art & Design Technology
- To complete the relevant documentation to assist in the assessment of pupils
- Set expectations for pupils in relation to standards of achievement and the quality of learning & teaching
- Prioritise and manage time effectively, ensuring continued professional development in line with the role
- To follow the school's policies and procedures
- To ensure the effective deployment of classroom support
- To maintain discipline in accordance with the school procedures and to encourage good practice with regard to punctuality, behaviour, standards of work and homework
- Promote aspects of Personal Development related to Art and Design Technology
- Updating professional knowledge and expertise as appropriate to keep up to date with developments in teaching practice and methodology, in general, and in the curriculum area of Art and Design Technology

## **Assessment, Feedback and Tracking**

- To lead, monitor and evaluate the assessment and feedback to pupils in line with whole school policy
- To follow school monitoring and tracking systems relating to pupils' attainment, progress and achievement
- Mark and give written/verbal and diagnostic feedback as required

## **Staff Development**

- To continue professional development in the relevant areas including subject knowledge and teaching methods
- To engage actively in the Performance Management process
- Participate in whole school CPD programmes
- To take part in the staff development programme by participating in arrangements for further training and professional development

## **Safeguarding**

- Be keenly aware of the responsibility for safeguarding children and to help in the application of the Safeguarding and Safe Practices policy within the school
- Comply with the schools Safeguarding Policy in order to ensure the welfare of children and young persons

## **Communications, Marketing and Liaison**

- To communicate effectively with the parents of pupils as appropriate
- Where appropriate, to communicate and cooperate with persons or bodies outside the school
- To follow agreed policies for communications in the school
- To take part in marketing and liaison activities such as open evenings, parents evenings, liaison events with partner schools etc
- Contribute to the website

## **Personal Responsibilities**

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example
- To actively promote school policies and procedures
- To be responsible for own continued professional development
- To comply with the school's health & safety policy and undertake risk assessments as appropriate
- To be courteous to colleagues, visitors and telephone callers and provide a welcoming environment
- To undertake duties before the school day, at break, at the end of lunch period and after the school day on a rota basis
- To attend meetings scheduled in the school calendar punctually
- To set cover work during any leave of absence
- To adhere to the school's safeguarding policy