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**ST FRANCIS XAVIER’S COLLEGE**

**JOB DESCRIPTION**

**Position: Teacher of Biology**

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| **Salary Grade:** | M1 to M6 / UP1 to UP3 |
| **Duration of Post:** | Permanent |
| **Disclosure Level:** | Enhanced |
| **Responsible to:** | Designated member of Leadership TeamCurriculum Leader of Science |
| **Responsible for:** | Classroom teaching & management |
| **Liaising with:** | Relevant staff with cross-school responsibilities, relevant non-teaching support staff, external agencies and parents |

Please refer to the Department for Education teachers’ Standards document : <https://www.gov.uk/government/publications/teachers-standards>

We expect all teaching staff to contribute to these main strands from the standards document:

* Set high expectations which inspire, motivate and challenge pupils
* Promote good progress and outcomes by pupils
* Demonstrate good subject and curriculum knowledge
* Plan and teach well-structured lessons
* Adapt teaching to respond to the strengths and needs of all pupils
* Make accurate and productive use of assessment
* Manage behaviour effectively to ensure a good and safe learning environment
* Fulfil wider professional responsibilities

In addition, we would expect:

**Teaching**

The new appointee should be academically capable of teaching Chemistry up to A-Level and also other areas of science throughout KS3 and GCSE (Combined [Trilogy] Science).

They should be prepared to:

* Demand high standards of work and behaviour from the pupils
* Adopt a range of teaching strategies depending on the age and ability of the class.
* Have an input into developing and co-ordinating schemes of work.
* Help to develop the teaching and assessment of investigative science at all levels.
* Attend Science Curriculum Team meetings.
* Commit enthusiastically in delivering ICT in teaching Science at all levels.

**Safeguarding**

The Teacher must adhere to the College’s safeguarding procedures at all times as outlined in the College’s Child Protection and Safeguarding Policy and DfE guidance “Keeping Children Safe in Education”.

**Using Information:**

* To analyse and evaluate performance data provided for own classes.
* To identify and take appropriate action on issues arising from data, systems and reports for individual pupils within their classes.
* To produce reports on the progress of pupils.

**Pastoral System:**

* To act as a Form Tutor and to carry out the duties associated with that role as outlined in the generic job description.
* To contribute to PSHCE, citizenship and enterprise according to school policy.
* To implement the Behaviour Management system so that effective learning can take place.

**Additional Duties:**

* To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage and ensure staff and students to follow this sample.

**Other Specific Duties:**

* To continue personal development as agreed.
* To engage actively in the performance review process.
* To undertake any other duty as specified by STPCB not mentioned in the above.
* Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified.
* Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
* Employees are expected to be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
* The school will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.