**Job Description**

Teacher of Computing & IT

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| **Purpose:** | To effectively teach the subject throughout the school, specific responsibilities dependent upon ability and experience |
| **Reporting to:** | Teacher of Computing & IT |
| **Liaising with:** | Headteacher/Senior Leadership Team, Teaching & Support staff, students, parents, external partners |
| **Salary/Grade:** | Unqualified if appropriate, Main Pay Scale, or dependent on experience Upper Pay Range. |
| **KEY AREAS OF RESPONSIBLITY/SCOPE**  |
| Teaching and Learning | * To plan and deliver effective lessons
* To participate in the development of new teaching and learning strategies
* To contribute to the development and organisation of resources
* To keep accurate records of student assessment and progression as part of our student tracking process
* To attend meetings of the department or those relating to a particular course
* To take part in other activities commensurate with the post
* To keep accurate records of attendance
* To be a form tutor and undertake pastoral duties
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| All staff | * To take part in the school’s staff development programme & attend relevant training
* To attend meetings as required
* Support the aims, policies & ethos of the school
* Set a good example in terms of dress, punctuality and attendance
* To play a full part in the life of the school community
* To comply with the school’s Health and Safety Policy
* Comply with school’s safeguarding procedures
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| **Other Duties**  |
| * To play a full part in the life of the school community, to support its mission and ethos
* To be courteous to colleagues and be welcoming to visitors
* To comply with the school’s Health and Safety Policy and undertake risk assessments as appropriate
* To undertake any professional duties, reasonably delegated by the Headteacher
* To undertake any other specific duties as specified in the School Teachers Pay and Conditions Document not mentioned in the above

 Whilst every effort has been made to outline the main duties and responsibilities of the post, each individual task may not be identified.  Employees will be expected to carry out any reasonable request to undertake work of a similar level that is not specified in this job description.  The Governors will endeavour to make any reasonable adjustment to the job and the working environment to enable access to employment opportunities for disabled applicants, or continued employment for any employee who develops a disabling condition.  This job description is current at the date shown but following consultation may be changed to reflect or anticipate changes in the job which are commensurate with the job title and salary.  |