

TUPTON HALL SCHOOL

Job Description - Design and Technology Curriculum Area

Introduction

The responsibilities of the post are to be performed in accordance with the provisions of the School Teachers' Pay and Conditions Document and within the range of teacher's duties set out in that document, as the Headteacher may reasonably direct. The post holder will normally act as a Form Tutor and carry out the associated responsibilities (including PSD) as indicated in the Form Tutor General Responsibility Document (Staff Handbook).

Name of Post Holder	*****
Title of Post	Teacher of Design and Technology
Salary Grade	Common Pay Spine
Responsible to	Curriculum Manager of Design and Technology and Pastoral Manager of Year
Job Purpose	To teach in the Design and Technology Curriculum Area Resistant Materials and to contribute to the development of appropriate teaching programmes, resources and assessment methods within the Curriculum Area.

Particular Responsibilities

- A teaching programme which will cover years 7 - 11, and possibly some Yr 12/13 following groups :

Years 7 – 9	Design and Technology Stage 3 (Mainly Resistant Materials – Electronics – Graphics)
Years 10 – 11	Design and Technology Resistant Materials AQA syllabus
Years 12 – 13	Design Technology product design
- A teaching programme which could include subject areas in which qualifications and training have been received.
- To take an appropriate share of managerial responsibility within the Design and Technology Curriculum Area e.g. setting internal examinations, setting of work for absent colleagues.



- To participate in and/or organise, out of classroom activities (both on-site and off-site) considered to be an essential part of the curriculum; e.g. field trips/visits.

### Key Tasks

The general responsibilities allocated to the post holder are indicated within this job description. Each year, key tasks, associated with these responsibilities and related to the Faculty and Year Development Plans, are agreed with each member of Staff. The appropriate Curriculum and Pastoral Managers record these.

### Notes

1. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post holder must use Directed Time in accordance with the school's published Time Budget Policy and have regard to the appropriate clauses of the Teacher's Conditions of Employment Document. The post holder will reach agreement with their Curriculum and Pastoral Managers over the allocation and use of their "personal" directed time each year.
2. This job description is not necessarily a comprehensive definition of the post. It may be revised on an annual basis and will only be subject to modification or amendment after consultation and agreement with the holder of the post.
3. The school's grievance procedure will apply in relation to any dispute arising in connection with the job description and any amendments.