

University College School Junior Branch

JOB DESCRIPTION – KEY STAGE 2 TEACHER WITH GAMES

Reports To:

For Curriculum matters, subject/class teachers should report directly to Mark Albini (Deputy Head (Curriculum)). For Pastoral matters, class teachers should report directly to Dominic Edwards, Deputy Head (Pastoral). For Games to Andrew Walliker.

Main Areas of Responsibility:

To promote and support high-quality learning that enables all pupils to achieve the highest possible standards.

To deliver exemplary teaching in line with the school’s ethos and in an environment based on principles of good practice as outlined in the staff handbook, curriculum subject handbooks, school policies and the UCS Foundation Learning Policy.

The Curriculum:

To demonstrate a thorough knowledge and understanding of the Key Stage 2 Curriculum for the subjects being taught and to keep abreast of developments in those subject areas.

To liaise with the Subject Co-ordinator in matters of planning, delivery, assessment and evaluation of the subjects taught.

Teaching and Learning:

To understand the characteristics of good teaching and to teach clearly structured lessons or sequences of work, which interest and motivate pupils and in which:

- pupils’ learning needs and abilities are taken into account
- assessments of learning are used to inform planning
- learning objectives are made clear to pupils
- interactive teaching methods and collaborative work are encouraged
- active and independent learning is promoted that enables pupils to think for themselves and to plan and manage their own learning
- pupils’ health and safety is safeguarded
- a clear framework for classroom discipline is established and strategies for recognising, encouraging and rewarding good behaviour, along with sanctions, are understood by pupils so that appropriate behaviour is anticipated and managed
- appropriate homework is set in line with school policy
- ICT and Whiteboard Technology are utilised appropriately
- challenging teaching and learning objectives are set which are relevant to and based on knowledge of pupils and take account
  - of:
  - evidence of their past, current and predicted achievement
  - expected standards for pupils of the relevant age range

Games:
To coach boys’ games either rugby, hockey, football or cricket; to take and lead teams playing in matches both home and away. The teacher should:

- take a lead role in at least three field sports
- plan and implement appropriate training drills
- be able to umpire/referee hockey, football and rugby matches
- be responsible for organising and maintaining all equipment
- be first aid trained
- (preferably) have recognised coaching qualifications

Communication:
To support links with parents by attending introductory meetings, curriculum evenings, parents’ evenings, school concerts and plays and generally assisting and promoting the development of home-school links.

To build and maintain co-operative relationships with parents and to communicate with them on pupils’ learning and progress, drawing attention to special skills and talents as well as to problems or difficulties.

Reports:
To provide or contribute to oral and written assessments, reports and references relating to the development and learning of individual pupils and groups of pupils.

Continuing professional development, self-evaluation, review and appraisal:
To keep up-to-date with current educational thinking and practice by attending courses, workshops and meetings.
To evaluate and review one’s own teaching methods, materials and schemes of work, and to make changes as appropriate.
To take part in whole school reviews of policy and aims, and in the revision and formulation of guidelines.
To take part in appraisals and reviews of one’s work arranged by the headmaster.

Duties:
To undertake playground and other duties and supervise the order, safety and discipline of pupils at specified times.

Meetings and Corporate Life:
To attend and participate in meetings which may be held within or outside of school hours.
To take a full part in the corporate life of the school by, for example, attending assemblies, leading assemblies once or twice a year, supporting one of the school Houses, running a club or activity or by supervising pupils before and after school sessions.
To liaise, co-operate and work with colleagues to plan and co-ordinate work.

UCS is committed to the welfare and safeguarding of children. The successful applicant will be required to undertake an Enhanced check for Regulated Activity from the Disclosure and Barring Service (DBS). This is a requirement as the position is within a school working with children under 18 years of age.