



## Job Description

<b>Job Title:</b>	Food Technology Subject Leader and KS3 Science Teacher
<b>Salary:</b>	MPS + 1 SEN Allowance
<b>Line Manager:</b>	Deputy Head

This job description should be read in addition to the teacher standards, job description requirements of a main/upper scale teacher/teacher pay and conditions document.

### **Purpose of the Post:**

To be responsible for the management and delivery of a named area of the curriculum at Woodlane High School. To work in partnership with other staff to ensure the effective delivery of all areas of responsibility.

### **Specific Responsibility:**

1. The leadership and teaching of Food Technology at KS3 and KS4 level.
2. The teaching of Science at KS3 level.
3. The potential to teach a range of subjects at KS3 and KS4.
4. Teaching and preparing pupils for various relevant qualifications in Design Technology – Cooking and Nutrition.
5. Raising the profile of Food Technology on a whole school basis, including gaining and maintaining relevant excellence accreditations.
6. The delivery of extra-curricular activity.
7. Devising EHCPs and hosting Annual Review meetings.

### **The post holder will:**

- Develop, review and maintain appropriately differentiated schemes of work to ensure all pupils have the opportunity to experience success in the subject area(s).
- Liaise with the line manager to ensure that an appropriate range of external accreditation is administered, developed and offered (where applicable) at KS4.
- Ensure the effective implementation of all school policies, in particular the school's core policies in Safeguarding and Child Protection, Promoting Positive Behaviour, Assessment, Marking, Moderation and Reporting and Teaching and Learning.
- Maintain and manage a stimulating and safe learning environment which enhances all pupils' learning opportunities with a particular focus on health and safety in the kitchen.
- Take a supporting role in the pupils' pastoral development through the Food Technology curriculum, including growing all pupil's independence and life skills.
- Plan and deliver INSET and take a full part in the school's professional development programme.
- Be aware of developments in the subject(s) and disseminate relevant information to colleagues.

### **Key tasks include:**

- To use ICT appropriately to enhance teaching and learning.
- To provide Dyslexia Friendly teaching and learning.
- To use speech, language and communication strategies to support teaching and learning.

- To produce an annual subject report/subject development plan, including a response to the school improvement plan (SIP) outlining the subjects input into achieving SIP targets.
- To review the subject policy, schemes of work and curriculum map yearly or as required to ensure statutory duties are met and teaching and learning is relevant.
- To hold Annual Reviews of EHCPs, completing the necessary paperwork.
- To complete other paperwork, as required, to address pupils' special educational needs.
- To manage the subject budget efficiently and with a view to ensuring good value for money.
- To maintain appropriate records of pupil attainment/achievement.
- To deliver extra-curricular activity.
- To achieve/maintain excellence awards for Science/Food Technology.
- To undertake any other reasonable duty as specified by the Headteacher not mentioned in the above.
- To comply with any reasonable request from a manager to undertake work of a similar level that is not specified in the job description.

**To carry out other associated duties commensurate with the post determined by the SMT.**