

Rhodes Wood Hospital School

JOB DESCRIPTION

Job title: Geography Teacher

Role: To lead and/ or share responsibility for your subject area. This job description may be amended at any time following discussion between the Head Teacher and Post Holder. It will also be reviewed annually as part of the Appraisal Review Cycle.

Responsible to: Head Teacher or a member of the Senior Leadership Team

Working Pattern: Part-Time 0.6

Salary: undisclosed

Role and Responsibilities

Leading the Geography Curriculum

1. To implement and deliver a relevant, broad, balanced and differentiated Geography curriculum which provides students with the opportunity to achieve their full potential
2. To develop and review regularly the Geography curriculum vision, aims and purpose
3. To oversee the planning of the curriculum content, including written schemes of learning for students in KS3, KS4 and KS5 (if applicable) within the framework of the National Curriculum; ensuring it is well sequenced to promote student progress at all stages
4. To lead on the development of appropriate syllabi, resources, schemes of learning, marking policies, assessment and teaching and learning strategies within the subject of Geography
5. To ensure there is an effective system of assessment that oversees the progress of students to make sure the curriculum has a positive impact on students' learning and to monitor this
6. Have an overarching responsibility for students' achievement and standards in the subject area
7. To ensure effective cross curricular links are made with other subjects
8. To utilise opportunities for experiential learning and extra-curricular activities, where appropriate
9. To teach according to the individual educational needs of the students

Main Responsibilities Academic / Curriculum Responsibilities

1. To play a crucial role in ensuring students are present and supported in a way that means they can access learning in school, on the hospital ward and/or remotely on the ward
2. To be responsible for teaching and learning strategies and effective usage of relevant data in your subject area(s)
3. To teach or facilitate additional subjects from specialised area
4. To actively monitor each half-term student progress and deploy resources to intervene as appropriate
5. Providing line manager with summary overview in your line management meetings
6. To ensure the agreed school policy for assessment is fully adhered to and implemented
7. To actively implement and follow all school policies and procedures
8. To keep up to date with national developments, teaching practice and methodology
9. To be responsible for the efficient use of supporting staff (TA or HLTA) when allocated to your subject area and/or students
10. Always execute exemplary teacher standards skills to establish a highly effective school and to be a role model to students
11. Motivate and work with others to promote a positive culture that promotes personal excellence, equality, and high expectations of all members of the School
12. Act at all times in accordance with the agreed values and ethos of the school and Elysium Healthcare: ensuring that staff code of conduct is adhered to at all times
13. To assist the school in meeting its obligations and targets in relation to school attendance, especially persistent absence and improving punctuality
14. Persistently challenge low student attendance in order to promote a culture of positive attendance and punctuality that supports all students in achieving their full academic potential
15. Uphold the School's attendance policy and contact home school and parents following the school's protocol
16. To maintain appropriate records to satisfy internal audit
17. To work with the school leadership team, the SENCO, teaching staff and any other relevant professionals so as to contribute to the review and development of school policies and processes relating to attendance management, ensuring adherence to DfE guidelines and consideration of the success of the school's existing policies and processes
18. To work with the careers officer in ensuring that educational provision is provided to students who are off roll from their home school or taking a gap year

Administration Duties – Teacher with Key Teacher responsibility

1. To take ownership over their student's educational report for their CPA. To provide an update and action plan for each report and ensure that all subject teachers also provide an update.
2. To read all subject updates and ensure the content is well-written and sufficiently detailed.
3. To ensure that the report is submitted by the deadline stated on the CPA list.
4. To attend CPA, where possible. If unable to attend, advise parents of this in advance and inform them who will be attending in their place.
5. To contact parents, home school and other external agencies as advised by SLT.
6. Communication should be professional but also cordial and empathic to foster a positive working relationship with parents. All contact made must be documented.
7. To meet with their students at least once a week for a key session and update PCP (IEP) accordingly

8. To ascertain where their student is in terms of their studies and check if they require more work from their home school.

Strengthening Community

1. Promote and model good relationships with parents and carers, which are based on partnerships to support and improve students' learning and achievement.
2. Contribute to the development of the school as a community with the hospital, strengthening partnerships with families local and wider communities.
3. To ensure that Leaver Questionnaires are completed by their student, parents, and home school.
4. Collaboration between hospital and school staff supporting students, families and external providers and not overstepping any boundaries

Professional Development

1. To actively evaluate your own strengths and areas for development on an annual basis and devise an agreed action plan of development which you will take ownership of
2. Lead on INSET – sharing good practice or research pedagogy

EQUAL OPPORTUNITIES:

1. To implement the county and school's Equal Opportunities Policy and work actively to overcome discrimination on the grounds of race, age, gender, disability, sexuality or status
2. To take responsibility, appropriate to the post for tackling unlawful discrimination amongst all groups in-line with the Equalities Act 2010
3. Be aware of and support difference and ensure all students have equal access to opportunities to learn and develop
4. Recognise and challenge any incidents of racism, bullying, harassment, victimisation and any form of abuse of equal opportunities, ensuring compliance with relevant school policies and procedures and making sure the individual(s) involved understands it is unacceptable at Rhodes Wood Hospital School and the wider society
5. Contribute to policies and practices which promote equality of opportunity and tackle prejudice and discrimination, support staff well-being and work-life balance and help to ensure we provide access to opportunities for growth, achievement and success for all adults and children and young people in school.

Safeguarding

RWHS is committed to safeguarding and protecting the welfare of vulnerable children and young people as its number one priority. This commitment to robust recruitment, selection and induction procedure extends to organisation and services linked to Elysium Healthcare on its behalf.

Signature of post holder _____ Date / /

Signature of headteacher _____ Date / /