

JOB DESCRIPTION – TEACHER OF GIRLS'PE

Name:

POST GRADE/SALARY: TMS/UPS

1.0 JOB TITLE AND PURPOSE: TEACHER OF GIRLS'PE

To raise the achievement of all students.

2.0 WORKING HOURS

- A teacher employed full-time must be available to perform such duties at such times and such places as may be specified by the Principal for 1265 hours, those hours to be allocated reasonably throughout those days in the school year on which the teacher is required to be available for work.
- The above applies to a teacher employed part-time, except that the number of hours the teacher must be available for work must be that proportion of 1265 hours which corresponds to the proportion of total hours worked.
- In addition to the hours a teacher is required to be available for work as above, a teacher must work such reasonable additional hours as may be necessary to enable the effective discharge of the teacher's professional duties, including in particular planning and preparing courses and lessons; and assessing, monitoring, recording and reporting on the learning needs, progress and achievements of assigned students.

3.0 LINE MANAGEMENT:

Responsible to: Head of Performance and Health

4.0 DUTIES AND RESPONSIBILITIES:

PART ONE: TEACHER OF GIRLS' PE

4.1 Wider professional responsibilities

- To make a positive contribution to the wider life and ethos of the school.
- To develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support.

4.2 Specific responsibilities

- To plan, prepare and teach PE across the full age range and abilities
- To assess, record and report on students' work and progress
- To assist with the design of medium term plans for schemes of work
- To contribute to the departmental and whole school policies on literacy and numeracy
- To take the role of a form tutor

4.3 Tasks

- To continue with curriculum developments within the department and to contribute to the department's schemes of work

- To take on responsibility for part of the departmental development plan
- To develop a key area of PE

4.4 Other

- To complete any other appropriate tasks as directed by the Principal.
- To maintain all relevant records and complete all relevant filing.

PART TWO: PERSONAL AND PROFESSIONAL CONDUCT

4.5 A Teacher is expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes which set the required standard for conduct throughout their career.

- A Teacher upholds public trust in the profession and maintains high standards of ethics and behaviour, within and outside school, by:
 - treating students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to their professional position.
 - having regard for the need to safeguard students' well-being, in accordance with statutory provisions.
 - showing tolerance of and respect for the rights of others.
 - not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.
 - ensuring that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law.
- A Teacher must have proper and professional regard for the ethos, policies and practices of the school in which they teach, and maintain high standards in their own attendance and punctuality.
- A Teacher must have an understanding of, and always act within, statutory frameworks.

PART THREE: OTHER

4.6 Appraisal

- To participate in arrangements agreed at United Endeavour Trust for the appraisal of his/her performance and the development identified.

4.7 Policies

- To understand and comply with all school policies.
- To take all reasonable steps to ensure that Health and Safety requirements are observed, both on the school premises and elsewhere
 - With reference to the Trust's Mental Health Policy, all staff have the responsibility to promote the mental health of staff, students and colleagues. Any member of staff who is concerned about the mental health or wellbeing of a student or member of staff should speak to the mental health lead in the first instance.

4.8 General Terms

- Attendance at appropriate meetings.
- Holiday leave will be in line with the policy for teaching staff.
- The above responsibilities are subject to the general provision of the appropriate conditions of service document and any other interpretation as discussed with the non-teaching association.
- All job descriptions are subject to change as the needs of the trust changes.
- All teaching staff will undertake any other reasonable duties within the overall function, commensurate with the grading level and responsibility of the job.

Signed _____ Post holder

_____ Chief Executive Officer

_____ Date