



# St Bede's Catholic High School

Teacher of Art & Photography (Maternity Cover)

MPR1 – UPR3

<b>Scale:</b>	<b>MPR1 – UPR3</b>
<b>Responsible for:</b>	<b>Planning and delivering lessons, assessing and reporting on the progress of all pupils in their classes and the pastoral care of the pupils in their form.</b>
<b>Responsible to:</b>	<b>Curriculum Leader</b>

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## **School Vision**

We are striving to provide a transformative Catholic education, ensuring that our pupils are empowered to serve the common good, by living the values of Faith, Hope and Love.

## **Mission Statement**

**“I am the vine; you are the branches. Whoever remains in me, with me in them, bears fruit in plenty”.**

**John 15:5**

**At St Bede's we believe that we are part of God's creative process, providing the opportunity for each individual to flourish in order to serve the Common Good**

On leaving St. Bede's, we hope pupils are 'GRITTY'. Our curriculum is centred around cultivating traits that are conducive to fulfilled lives in love, faith and hope. That is that they have the following developed character traits:

- Growth Mind-set
- Resilience through adversity
- Independence of thought and conviction
- Tenacious in a desire to be the best version of themselves
- Transformational in a desire to want to make the world a better place
- 'Your World' awareness of the local, national and international issues and contexts to which they will enter into



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## **Subject Teacher - Responsibilities and Tasks to include:**

- To fulfil the duties of a teacher as per Teachers' Standards
- To prepare, develop and deliver lessons in the appropriate subject discipline, according to the schemes of work agreed within the department.
- To monitor and record the performance of pupils
- To foster and maintain high standards of effort and discipline amongst the pupils by the use of appropriate rewards negotiated goals and sanctions
- To encourage effective learning by the appropriate use of formative feedback and clear target setting in class and in home learning
- To refer to the Curriculum Leader in all cases where support is needed
- To foster an atmosphere of mutual respect with pupils in all classroom activity
- To develop and foster good working relationships with all non-teaching and support staff
- To contribute to all development work undertaken by the department, in producing schemes of work, programmes of study, schemes of assessment, reports or any such similar materials
- To attend meetings as directed by the Curriculum Leader
- To attend Parents' Evenings as appropriate
- To care for and maintain teaching resources and equipment in the department
- To create and maintain a learning environment which showcases pupils' work
- To adhere to and to support school policies
- To take part in the process of appraisal as required

## **Form Tutor - Responsibilities and Tasks to include:**

- To ensure a register is taken at the start of the day
- To monitor attendance and punctuality
- To alert Year Leaders or Attendance Improvement Worker of any attendance issue
- To obtain appropriate explanations following pupil absence
- To lead the form group in daily, meaningful acts of worship
- To participate in assemblies
- To encourage attendance and participation in voluntary masses
- To encourage pupils in support of charity fund raising events
- To promote high standards of dress, behaviour and manners
- To show by example the ethos of the school by living its Mission Statement
- To develop relationships with pupils within the form
- To identify any potential barriers to learning
- To check and sign each pupil's diary on weekly basis
- To identify any concerns regarding patterns of homework not being set or not being completed
- To identify and discuss any concerns regarding behaviour in class or around school
- To act as the initial mentor to pupils in the form group



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- To use data to track and monitor progress of each pupil in the form across the curriculum
- To help set appropriate targets and alert the Year Leader to any underachievement.
- To recommend pupils to the Year Leader for awards.
- To encourage pupils to take an active part in extracurricular activities to develop healthy lifestyles, academic success and community spirit
- To encourage involvement in a variety of fields making a positive contribution both to school and the wider community
- To ensure that pupils are effectively notified of school events
- To act as a conduit between staff, informing the Year Leader of any issues or concern regarding individual pupils in the form
- To be a point of contact with parents regarding the academic and pastoral well-being of pupils within the form