

JOB DESCRIPTION

Highgate Wood School is a mixed Comprehensive School group 7, situated in the Crouch End playing field area of the London Borough of Haringey.

Age range 11 – 18

Title of Post: Teacher of Sociology at Key Stage 4 and 5 and PSHEE Key Stage 3

Salary Grade: MPS/UPS (Inner London Scale). Suitable for ECTs

Accountable to: Head of Department, Line Manager to the Department and Headteacher.

Teaching and Learning

- To teach Sociology at Key Stage 4 and 5, and PSHEE at Key Stage 3
- Set high expectations so that all students are inspired, motivated and challenged to reach their full potential, and in doing so meet their progress and attainment targets.
- Plan and teach well-structured, scaffolded lessons that support and challenge all students, including those who are disadvantaged, SEND and EAL, to access the key learning.
- Reflect on the effectiveness of your teaching and adapt accordingly to ensure all students are learning effectively in your lessons.
- Use assessment to inform teaching and learning, identify areas for intervention and provide feedback to students, staff and families in order to promote progress and outcomes.
- Promote and celebrate student achievement, including the use of rewards.
- Manage behaviour effectively in line with the school behaviour policy.
- To establish a purposeful learning environment where diversity is valued and where students feel safe, secure and confident.

Curriculum and assessment

- Contribute to a rigorous and inspirational, knowledge rich curriculum.
- Participate in collaborative planning and curriculum development, including the sharing of resources and best practice within the department.
- Engage with an evidence and research-based approach to curriculum development.
- To contribute to the curriculum to ensure that it reflects our diverse student body and meets the needs of all students including SEND and EAL students.
- Work with the head of department to ensure that exam courses are planned in line with exam specifications.
- Monitor student progress through formative and summative assessment. Use this to identify underperformance, plan appropriate support and achieve excellent outcomes for all the students you teach.

Professional development

- Participate fully in the school's CPD programme.
- Keep up to date with developments in pedagogy, research and teaching practice relevant to your subject area.
- Attend specific Sociology teaching CPD and keep up to date with subject specific developments.
- Take part in instructional coaching and coach colleagues as appropriate.

Other responsibilities

- Support the school's commitment to safeguarding and actively promote the safety and welfare of our students.
- To undertake the duties of a form tutor, taking responsibility for the support, guidance and welfare of the students in your tutor group.
- Contribute to the wide range of extra-curricular activities offered at Highgate Wood School
- Ensure compliance with the school's data protection rules and procedures,
 - Ensure regulations regarding Health & Safety are maintained
 - Support and maintain all whole school policies
- To attend meetings, parents' evenings and other functions, as required by the Headteacher, within directed time.
- To uphold agreed standards of dress, behaviour and discipline around the school.
- Liaise effectively and professionally with other staff, parents and governors.