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## **JOB DESCRIPTION**

### **Technology Teacher**

## ALT BRIDGE SCHOOL

### Job Description for a Design Technology Teacher (with Food Technology Experience)

All teachers are subject to the conditions of employment set out annually in the Schoolteachers' Pay and Conditions Document. These detail the professional and particular duties required of teachers, together with requirements for directed time and guaranteed planning and preparation time. The school complies with these requirements in order to make reasonable demands of teachers.

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#### Main Purpose

To provide excellent and effective teaching and learning in **Design and Technology**, with a particular focus on **Food Technology**, for secondary and post-16 learners with SEND across a range of academic and vocational programmes. To raise standards and improve student achievement by delivering engaging, practical, and creative learning experiences that enable the highest levels of personalised outcomes for pupils with a variety of complex needs.

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#### Teaching and Learning

The post holder will be responsible for:

- Maintaining excellent teaching and learning practices within Design and Technology and keeping abreast of current developments within education and specialist SEND practice.
- Delivering high-quality lessons in Design and Technology and Food Technology according to the selected courses and pathways within the school's post-16 and secondary provision.
- Planning and implementing effective progression of design skills, technical knowledge, and creative problem-solving.
- Ensuring equal access to the curriculum for all students through effective scaffolding, differentiation, deployment of resources, and targeted interventions.
- Managing behaviour for learning and promoting a safe, purposeful, and inclusive workshop and kitchen environment in accordance with school policies and procedures.
- Working collaboratively with colleagues, technicians, and support staff to ensure positive engagement and achievement for all students.
- Maintaining high standards of health and safety in the workshop, kitchen, and classroom settings.

- Undertaking assessment of pupils in line with school procedures and external examination requirements, ensuring all deadlines are met.
- Providing constructive feedback and marking that supports student progress and encourages reflective learning.
- Regularly assessing and recording pupil progress and attainment, and uploading data to the school's Management Information Systems.
- Participating in pupil progress review meetings and identifying strategies for support and improvement when concerns arise.
- Engaging in reflective practice and responding positively to feedback from leaders and colleagues.
- Participating in collaborative coaching and professional development to continually enhance teaching and learning practice.
- Working with the careers lead to support students in exploring and securing positive next steps in education, training, or employment related to design, technology, or food industries.
- Contributing to extracurricular and enrichment experiences that promote creativity, design thinking, and life skills.
- Providing students with practical community-based learning opportunities that promote independence and employability skills.
- Planning for and delivering personalised learning experiences that align with students' EHCP outcomes and aspirations.

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## **Curriculum**

The post holder will be responsible for:

- Delivering the Design and Technology curriculum, including Food Technology, according to approved schemes of work.
- Supporting the ongoing development and organisation of Design and Technology programmes, including vocational and life-skills elements.
- Implementing adjustments and improvements to curriculum content where required to meet pupil needs and interests.
- Collaborating with colleagues to develop engaging schemes of work, resources, assessment strategies, and cross-curricular projects.
- Promoting and integrating the use of ICT and assistive technologies to enhance accessibility and engagement.
- Working with colleagues to ensure curriculum aims and objectives reflect school values and priorities.
- Managing and maintaining tools, materials, equipment, and resources safely and effectively.
- Conducting and reviewing risk assessments for all activities, ensuring compliance with health and safety standards.
- Working alongside the Educational Visits Coordinator to plan and risk assess off-site visits and community-based learning activities.

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## **Pastoral System**

The post holder will be responsible for:

- Acting as a form teacher as required, providing key pastoral support to students with SEND.
- Promoting students' confidence, resilience, and self-regulation skills through targeted support and positive role modelling.
- Monitoring attendance and punctuality, liaising with the SLT and attendance officer to address concerns.
- Implementing the school's Behaviour for Learning Policy consistently and fairly.
- Maintaining accurate pastoral records via CPOMS and communicating key information with relevant staff.
- Building strong relationships with parents/carers to ensure positive outcomes for pupils.
- Engaging with the school's positive reward system and recognising pupil progress and achievements.
- Contributing to the wider school community and promoting its ethos and core values.
- Delivering creative and inspiring assemblies where appropriate.
- Supporting referrals to external agencies (e.g., Speech and Language, Occupational Therapy) where additional pupil support is required.
- Maintaining and updating student one-page profiles termly and ensuring these are shared appropriately.
- Chairing EHCP reviews as required, reflecting person-centred practice and co-production with families and professionals.
- Providing information to assist Designated Safeguarding Leads when preparing safeguarding reports.

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### **Leading and Managing Staff**

The post holder will be responsible for:

- Planning for and directing Teaching Assistants in supporting Design and Technology lessons and individual student learning.
- Liaising effectively with technicians and support staff to ensure smooth and safe practical lesson delivery.
- Supporting induction and mentoring of new staff where appropriate.
- Ensuring that all relevant teaching resources and planning materials are available and organised via the shared drive.
- Supporting supply staff in understanding classroom routines and safety procedures.
- Directing support staff in preparing resources, displays, and workshop setups.
- Identifying training needs and supporting the professional development of colleagues in conjunction with the SLT.

## **Quality Assurance & Accountability**

The post holder will be responsible for:

- Adhering to the school's quality assurance procedures and contributing to their development.
  - Supporting the monitoring and evaluation of teaching and learning within Design and Technology.
  - Reviewing and refining methods of delivery and schemes of work to ensure alignment with school intent and standards.
  - Ensuring curriculum delivery reflects the school's ethos and commitment to inclusive education.
  - Maintaining accurate and timely records of pupil progress, assessment, and attainment.
  - Engaging fully in the school's performance management and self-evaluation processes.
  - Contributing to subject development plans and providing evidence for whole-school improvement priorities.
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## **Other Duties**

The post holder will be responsible for:

- Supporting and upholding the distinctive ethos and values of Alt Bridge School.
  - Maintaining excellent attendance and punctuality.
  - Participating in and helping organise educational visits, trips, and community activities related to Design and Technology or Food Technology.
  - Ensuring compliance with the Equality Act 2010 and the school's Equalities Policy.
  - Following all Health & Safety procedures, particularly in workshop and kitchen settings, and ensuring compliance with the Health & Safety at Work Act 1974.
  - Adhering to Data Protection regulations (GDPR) when handling pupil and school data.
  - Maintaining up-to-date professional knowledge in teaching, learning, safeguarding, and subject-specific developments.
  - Undertaking any other duties deemed appropriate or necessary by the Headteacher and consistent with the role.
  - Undertaking any other duties as specified in the School Teachers' Pay and Conditions Document (STPCD).
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**Date issued:**

**Line Manager's Signature:**

**Employee's Sign**