



**ST EDMUND'S COLLEGE
& PREP SCHOOL**

Job Description

Rooted in Christ and Catholic tradition and under the guidance of its patron, St Edmund's aims to realise the God-given potential, in body, mind and spirit, of all members of its community through service and leadership.

Avita Pro Fide !

The College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Role title:	Teacher of Latin
Reporting to:	Head of Italian
Hours:	Part-Time
Summary of the role:	To teach Latin students across the ability and age range as part of an experienced team in a well-resourced department.
Line management responsibility for:	
Main duties and responsibilities:	<ul style="list-style-type: none"> • Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact. • Teaching classes as allocated by the Head of Faculty following whole school and departmental policies; • Ensuring that all students have access to a rigorous learning experience which is differentiated to their needs; • Ensuring that assessment is an integral part of everyday teaching and that full records of work done is duly kept, including evidence of testing and assessments; • Contributing to the faculty curriculum development, writing and updating suitable Schemes of Work and organising subject resources; • Maintaining high standards of student behaviour and discipline within the classroom and elsewhere in school; • Helping to maintain the highest possible standards of order and efficiency in an attractive and stimulating learning environment; • Implementing college and faculty policies in all areas of work; • Contributing to the provision of student enrichment activities within the Languages Faculty.
Line management duties and responsibilities	<ul style="list-style-type: none"> • You may also be required to undertake other duties of an appropriate level and nature as and when requested by the Headmaster, Senior Leadership Team and Head of Department. • Performing the 'Role of Teacher' job description, as set out in the College's Academic Handbook.

The College is committed to safeguarding the welfare of children, therefore, all candidates will be required to undergo an Enhanced DBS check.

We may take up references, before short-listing has taken place, which will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications.