

**British School of Alicante**  
**Job Description**

**Physics Teacher**

**Responsible to:** Head Teacher

**Job Purpose:** To implement and deliver the UK National Curriculum and/or Foundation Stage Curriculum, according to the age, aptitude and abilities of the pupils being taught.

**Conditions:** The conditions of service of all teachers are those set out in the convenio for Private schools in Spain.

**Responsibilities and Duties**

Curriculum

- 1) To plan, prepare and deliver schemes of work in accordance with school policies.
- 2) To maintain a working knowledge of National Curriculum documents and developments.
- 3) To maintain records of pupils' progress including all statutory documents required by the UK Department for Education or the Spanish Ministry of Education.
- 4) To produce termly pupil reports and grades, or more frequently when required.
- 5) To conduct termly interviews with parents to discuss and explain their child's performance and progress in school.
- 6) To provide and maintain an attractive and stimulating environment in which to foster effective teaching and learning.
- 7) To adapt programmes of learning as necessary for more able pupils and those requiring additional intervention and/or support.

Pastoral

- 1) To be aware of the physical and emotional well-being of pupils and the need to respond to particular situations.
- 2) To understand and implement the schools behaviour management policy.
- 3) As a form tutor, to effectively monitor and guide the behaviour and attendance of pupils.
- 4) To liaise with other agencies eg school nurse, educational psychologist as required.
- 5) To promote and safeguard the welfare of the pupils at school.

### Administration and organisation

- 1) To understand and implement:
  - Regulations and correct procedures relating to attendance registers
  - Emergency and evacuation procedures
  - Health and safety policies
  - All curriculum policies
  - Any other organisational policies or agreed procedures
  - To conduct standardised or other tests when required and document pupils performance
- 2) To attend and participate in weekly staff meetings and also on other occasions when required eg. team planning meetings.
- 3) To attend and participate in training days.
- 4) To supervise playtimes and lunchtimes when required.
- 5) To supervise pupils in assemblies when required.
- 6) To supervise and lead, where appropriate, teacher assistants and student teachers.
- 7) To liaise with colleagues enabling satisfactory transfers of children within school and to and from others.

### **Particular responsibilities**

- 1) To teach Physics up to and including A Level
- 2) To teach Science classes in KS3 and KS4 as required
- 3) To support the Head of Science in the co-ordination of the Science department.
- 4) To help ensure continuity and progression in Science.
- 5) To give advice and information to colleagues where possible.
- 6) To undertake to provide or arrange inservice training for colleagues where necessary and feedback from courses taken.
- 7) To advise the Head of Science on resources throughout the school.
- 8) To undertake any other reasonable requests by the Headteacher or other line manager.