**JOB DESCRIPTION**

**Job Title:** Fundamental British Values Coordinator

**School / Department:** Valley Park School

**Base:** Valley Park School

**Reports to:** Senior Assistant Headteacher – Personal Development

**Accountable to:** Senior AssistantHeadteacher – Personal Development

1. **Employment Duties:**

As set out in the current School Contract having due regard to all Trust policies.

This school and all its personnel are committed to safeguarding and promoting the welfare of children and young persons.

1. **Particular Responsibilities:**
* To complete the tasks of the classroom teacher, as defined by the National Standards.
* To work with the Heads of Department to ensure that Fundamental British Values are embedded in their curricula. To model best practice of promoting Fundamental British Values in their own teaching.
* To undertake the duties of the Fundamental British Values Coordinator as directed by the Senior Assistant Headteacher and the Senior Team.
* To undertake the duties of the form tutor as directed by the Head of Year and to liaise with Heads of Year to promote Fundamental British Values in Form Time and Assemblies.
* To ensure a comprehensive programme is established, monitored and evaluated – to include Fundamental British Values.
* To lead a programme, working with relevant Heads of Department, which ensures complete and enriched curriculum coverage of Fundamental British Values within the National Curriculum.
* To develop high quality teaching materials for Fundamental British Values to be delivered by teaching staff on Respect Days. To lead on the development and organisation of a specific Fundamental British Values Respect Day.
* To work collaboratively with the Extended Personal Development Team.
* To be aware of the current research on teacher effectiveness and professional qualities (e.g. as identified in the Rosenshine’s principles and EEF).
* To be responsible for personal professional development according to the Appraisal Policy.
* The job description will be reviewed at the end of the academic year or earlier if necessary. In addition it may be amended at any time after consultation with you.
* Two copies of this job description should be signed, the teacher retaining one and the Headteacher the other.
	1. **Data Protection**
* Work within the requirements of Data Protection at all times
	1. **Safeguarding**
* The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
	1. **Equality and Diversity**
* The Trust is committed to valuing diversity in employment, service delivery practices and its general environment. An expectation of all leadership posts within the Trust is that each individual will take responsibility for promoting inclusive and accessible service provision, staff development and a culture that values and respects difference.

**3. Statement**

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job, and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required.

Your duties will be set out in the above job description, but please note that Valley Invicta Academies Trust maintains the right to update your job description from time to time, to reflect changes in or to your job. You will be consulted about any proposed changes.

Signed:…………………………………………..……… Date:………………………………