



DANCE TEACHER

The Dance Teacher's role is fundamental to the education objectives of La Salle College being met. Quality teaching leads to productive learning, positive attitudes in students and adds to the good tone of the College.

The responsibilities of the Dance Teacher are as follows:

PASTORAL CARE

- The Teacher assumes a pastoral role for the students in the class by attending to the needs of each individual student and the group as a whole.
- Identification of students who may require pastoral support is fundamental to a Teacher's role. Should this occur then appropriate referral must occur.

DISCIPLINE

The Teacher assumes a critical role in the Discipline Process through the following:

- Promotes, encourages and fosters positive responses and behaviour in students.
- Outlines expectations so that students are aware of what is or what isn't acceptable.
- Follows up on individuals whose attitude and/or behaviour is inappropriate.
- Refers students to the Year Coordinator who, after contact with parents, persist to behave in an inappropriate manner.

ORGANISATION

- Programmes thoroughly for an extended period e.g. a unit of work, or following the established programme.
- Plans thoroughly for each lesson.
- Presents material in a variety of ways to maintain student interest and to achieve programmed objectives/outcomes.
- Assesses student performance both informally (ongoing) and formally. In so doing, feedback to students should be prompt - as a guide, work should be returned no longer than one (1) week after submission.
- Evaluates programmes used and amends programmes accordingly.
- Keeps up with Curriculum development in the learning area.
- Grades students according to established guidelines under the direction of the Learning Area Coordinator.
- Reports on Student progress both:
 - formally - through the official reporting process.
 - less formally - through contact with parents via organiser, telephone, letter or interview.
- Maintains an orderly classroom.
- Sets homework according to the established school policy.
- Refers students who are identified as encountering academic difficulties to the Learning Support and Literacy Coordinator.
- Undertakes any other duty as required by the Principal.

SPIRITUAL DEVELOPMENT

All Teachers:

- Support the Catholic ethos of the school.
- Promote Catholic values through their teaching.
- Integrate Catholic teachings in the values education component of their subject area.

COORDINATION DUTIES

- Consults with Learning Area Coordinator (LAC) to organise course planning, programme development and assessment procedures which are in alignment with The Arts Learning Area policies.
- Consults with the LAC to finalise student grades, Year 7 – 12, in accordance with The Arts College, ACARA and/or SCSA requirements and standards.
- Consults with the LAC to prepare returns to SCSA.
- Liaises with other Dance Teachers in the creation of programmes, assessments etc and carries out consensus marking at least twice a year.

EQUIPMENT & MAINTENANCE

- Liaises with the LAC and the Costume Coordinator to ensure all dance clothes/costumes and props are catalogued where possible.
- Liaises with the LAC and The Arts Administration Assistant to ensure all general dance equipment is catalogued.
- Liaises with the LAC and The Arts Administration Assistant to ensure the registers are up to date.
- Works with the LAC and the Costume Coordinator during dance wear/costume audits.
- Works with The Arts Administration Assistant during general dance equipment audits.
- Ensures that all dance classrooms are kept in a neat and tidy manner.
- Ensure that all health and safety requirements are met (e.g. equipment is stored away in the storeroom/storage shelves/cupboards. Students wear appropriate footwear.).
- Ensure that all equipment is used and stored in a correct and safe manner.
- Ensures that all storerooms, shelves, cupboards are kept clean and tidy.
- Liaises with the LAC to arrange for repairs/replacement of equipment when required.

ARTS EVENTS

- Provides opportunities for Dance students to showcase their work at College events and assemblies.
- Coordinates and supervises one of the co-curricular dance programmes with the goal of performing in the Catholic Performing Arts Festival.
- Liaises with the LAC to assist with general Arts Learning Area events.
- Liaises with the LAC in overseeing Dance specific events.
- Takes an active role in overseeing/choreographing/rehearsing the Dance aspects of College productions.
- Attends Arts Learning Area camps and oversees the Dance aspects of the camps.

PREPARATION OF CORRESPONDENCE & OTHER DOCUMENTATION

- Preparation of all dance correspondence in accordance with The Arts Learning Area and College guidelines under the direction of the LAC.
- Liaises with The Arts Administration Assistant to prepare documentation.
- Liaises with the LAC to publish Dance articles and photos in College publications such as the Delagram, Western Lasallian etc.

PUBLICITY

- Collects articles and photographs for the College Annual and contributes to the yearly overview for the College Annual.
- Liaises with the LAC to arrange displays for events such as the Year 7 Orientation Day, Grandparents Day and Open Day.
- Liaises with the LAC to organise/amend the booklist and subject information handbook.

REQUIREMENTS

- Must possess a pleasant and professional manner.
- Have a high level of interpersonal and communicative skills when dealing with students, parents, staff and visitors.
- Deal with all staff, students and family members in such a manner as to support the La Salle College Code of Conduct, the Code of Professional Obligations for Staff at La Salle College and the CEWA Code of Ethical Conduct.
- Must treat all information of the College in a confidential manner.
- Work effectively as part of a team.
- Must hold a current Working with Children card.
- Registration with the Teacher Registration Board of WA must be current.

CONCLUSION

The role and responsibilities of the Classroom Teacher are critical to the attainment of the College's objectives. Well managed classes are fundamental to the smooth running and overall tone of the school. The Classroom Teacher has a critical role in the development of a caring environment for the benefit of the students and the whole school community.