



**GREENSHAW**  
LEARNING TRUST



GLOUCESTER  
ACADEMY

# Second in Charge of Maths Recruitment Pack

**ALWAYS  
LEARNING**

## Introduction

Thank you for your interest in joining our school.

This is a unique and exciting opportunity for an inspirational and aspirational teacher to join Gloucester Academy and further contribute to the life chances of our young people in the school, and across the Trust. The Academy will be on a rapid trajectory of improvement that will be sustained over many years, it is a chance to be part of something very special.

It will support career development and equip you for a further promotion within the Academy and within our trust. We are based in central Gloucester which in itself is in a beautiful area of the country and provides access to the Cotswolds, close proximity to Bristol and Cheltenham. The area we serve is diverse, and therefore our catchment and students offer a range of expectations and challenges, being able to drive ambitions is key.

Gloucester Academy joined the Greenshaw Learning Trust on 1<sup>st</sup> June 2020.

The Greenshaw Learning Trust is a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice and learn from each other, whilst retaining and developing their own distinctive character. The Greenshaw Learning Trust website [www.greenshawlearningtrust.co.uk](http://www.greenshawlearningtrust.co.uk) provides a clear picture of our aspirations and our vision for schools within the Trust; however, please do not hesitate to contact us to seek further information.

The Gloucester Academy website [www.gloucesteracademy.com](http://www.gloucesteracademy.com) will also provide further information on the school.

## Vision

The vision for Gloucester Academy is simple 'Every child to climb the mountain to the best University or Profession'. This will be supported through disruption free learning and a clear expectation of working hard and being kind.

Work life balance is central to this vision for our students. We offer a highly visible and supportive SLT, centralised planning and resources, centralised detentions, disruption free learning, whole class feedback through a clear feedback policy, lessons structure based on the Rosenshine principles, visualisers in every classroom, subject experts working together within a collaborative trust, highly bespoke professional development in a short weekly session i.e. Teach Like a Champion foci each session.

We are ambitious about diversity and inclusion and very much look forward to receiving applications from candidates whose personal qualities and values reflect those in the person specification and whose experiences also place them in a strong position to deliver the challenges set out in the job description. We encourage applications from candidates regardless of age, disability, gender identity, sexual orientation, pregnancy, marital status, religion, belief, or race.

Gloucester Academy is committed to safeguarding and promoting the welfare of children and young people therefore this appointment will be subject to vetting, including an enhanced DBS disclosure.

We love showing visitors around our school. Please do get in contact with any questions, for a conversation about the post or to arrange a visit.

Yours faithfully



**Phillippa Lewis**  
Headteacher

## **Greenshaw Learning Trust – About us**

The Greenshaw Learning Trust (GLT) provides an effective structure for schools to achieve real benefits from school to-school collaboration, and a culture of trust and openness that promotes honest and transparent dialogue and mutual support.

At the heart of the Trust is proven school improvement advice and guidance – with regular meetings with school leaders, input from specialist primary and secondary experts and staff training and development in all our schools.

All schools in the Trust receive expert advice and fast-response support on budget planning and monitoring, payroll, human resources, employment and legal advice, purchasing, capital projects, admissions, policy development and audit. Our catering team provides advice and guidance on meeting the statutory responsibilities for food standards, healthy eating and safety, and helps our schools achieve higher take-up of meals and significant cost savings through quality improvement and the central procurement of food supplies.

Each school's local governing body receives support and advice to ensure that they can contribute effectively to the governance and leadership of their school, including tailored guidance to chairs and clerks and governor training.

The Greenshaw Learning Trust is committed to meeting the needs of every student – our schools offer a wide range of special needs provision and across the Trust we have extensive expertise in behaviour, attendance, family liaison and therapies to support our students and their teachers.

## **The Greenshaw Learning Trust Mission Statement**

- *We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.*
- *We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.*
- *We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.*

## **Greenshaw Learning Trust Employee Benefits**

The Greenshaw Learning Trust recognises that our employees are our most important asset and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- Excellent CPD opportunities and career progression.
- Employer Contributions to Teachers Pension Scheme.
- Cycle to work scheme.
- Gym membership scheme.
- Employee Assistance Programme.
- Eye Care Voucher scheme.

## Department and Subject Information

### Our Maths Department

Gloucester Academy has been under new leadership since February 2020. We are now part of the Greenshaw Learning Trust who are renowned for their robust focus on building strong teaching and learning and a staunch behaviour management system, so every student receives disruption free learning - in every lesson. The new leadership team, supported by the staff, work together to drive our aim to help every student climb their own personal mountain.

The mathematics department is made up of passionate teachers, including one Edexcel examiner (with more in the process of becoming examiners) plus an equally passionate maths HLTA. Improving ourselves as teachers is paramount to the team through weekly PD sessions, subject knowledge enhancements, online courses, and exam conferences. We are always looking to be at the forefront of the latest mathematical pedagogy; this year we ran subject specific PD based on Craig Barton's "Reflect, Expect, Check, Explain" book. Furthermore, as part of the Greenshaw Learning Trust we are active participants in the GLT Maths Book Club with guest speakers so far including Doug Lemov, Peter Mattock, Mark Mcourt, David Didau and John Mason.

In each classroom there is a visualiser which the maths team uses during the input part of every lesson. Each student has their own mini whiteboard enabling teachers to assess their class with ease. There are also textbooks for KS3 and KS4 which are used to support student's learning.

We use Sparx with our Y7 and 8 and Hegarty with our Y9-11s. Students have weekly homework tasks set on these platforms, the tasks are centred around retrieval practice. There are lunchtime drop-in sessions available to support students.

The team works on and embed the latest mathematical pedagogy into our continually developing shared lesson bank. Each lesson has been designed with a retrieval segment to start the lesson, the main body of the lesson focuses on *I Do, We Do, You Do*, with students completing at least 20 minutes of silent independent work at the end of the lesson has at least two diagnostic questions which students answer using their mini whiteboards. The use of live marking in lessons, when permitted, is used, resulting in our students being able to correct mistakes before they become embedded.

Students are examined through Edexcel, and our Schemes of Learning allow for a seamless transition between KS3 and KS4, with topics mapped out from one year to the next. Assessments are completed during the school assessment windows, with time built into the schemes of learning for students to work on their individual gaps of knowledge. All Year 11s attend a weekly period 6, this time is used for exam practice and to support students with essential exam topics.

We are strong advocates of Direct Instruction (<https://www.direct-instruction.co.uk/>) with key groups of our students so they have an even better chance of success. Students complete an assessment to find out where they need to start in the programme and attend DI lessons with our DI teacher. DI sessions focus on a key mathematical skill (e.g. multiplication, division, ratios or fractions) which students can then implement in class, with an end of unit assessment to measure student's progress.



## Job Description – 2 i/c Maths

To work with colleagues, Trustees, School Council and parents/carers, in partnership, sustaining and improving the quality of education:

- to enable all students to realise their individual talents to the full,
- to prepare all students for the changing demands of future adult life,
- to encourage a view of education as an enjoyable, lifelong process,

Creating an appropriate working environment which promotes students': Health; Safety; Enjoyment and Achievement; Positive Contributions; Economic Well-being; International Perspective.

**Reporting to:** Head of Subject  
**Salary:** Main scale + TLR 2c for responsibility  
**Contract Type:** Permanent/ 32.50 Hours per week/ Term time only PLUS all INSET days

### Responsibilities Main Duties / Responsibilities

- To work with the Headteacher and Senior Leadership Team to promote inclusion, and equality of opportunity for both students and staff.
- To share in the corporate responsibility for, and commitment to, the safeguarding and promotion of the well-being and discipline of all students.
- To progress the education and welfare of designated groups of students in accordance with the prevailing School Teachers' Pay and Conditions Document, having due regard to the requirements of the National Curriculum, the aims, objectives and schemes of work of the Academy/Learning Area, Year Cohort, and any policies of the Academy Trust.
- To perform particular assigned duties at the reasonable direction of the Headteacher or his/her designated representative(s)
- To support the Head of Subject by leading on the pedagogy within the department specifically
- Take responsibility for year groups or key stages as directed
- Working collaboratively with colleagues in the department to plan lessons which ensure outstanding progress for all students
- Undertake such other duties and responsibilities as may be reasonably requested by the Head of Maths, in accordance with the relevant Pay and conditions document
- Develop a world class mathematics curriculum
- Line manage members of the department as directed
- take responsibility to role model the very best practice and professional conduct

### General

- To participate in school initiatives where every person is expected to contribute to the learner's progress.
- To participate in the school's professional learning programme as agreed.
- To play a full part in the life of the school community, supporting its distinctive mission and ethos, and encouraging and ensuring staff, pupils and students adhere to school expectations.

Such other duties as may be reasonably allocated by your line manager or Headteacher

### Key Contacts

Daily involvement with other teaching staff, Headteacher, Assistant Headteachers, Head of Key Stages, Heads of Subject Areas, other support staff and pupils of the School.

Contact with parents and other School visitors, including students on work placements.

### **Other job requirements**

The teacher will be part of the school's appraisal scheme. They will have a team leader who will set agreed targets for the year. The team leader will monitor and review performance, including classroom teaching.

The school will support the continuing professional development of all staff, to ensure that their expertise is being kept up to date.

### **Safeguarding**

The Trust is committed to safeguarding children and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to an enhanced Disclosure & Barring check along with other relevant employment checks.

**This job description is not exhaustive and serves only to highlight the main requirements of the post holder. The line manager may stipulate other reasonable requirements. The job description will be reviewed regularly and may be subject to change.**

## Person specification – 2i/c Maths

The successful candidate will meet the following person specification. Please note that the listed criteria will form the basis of the selection process. Applicants should address all elements of the Person Specification, demonstrating experience and where appropriate citing supporting examples within their application.

Criteria	Desirable
<b>Training, Qualifications and School Experience:</b> In their application, candidates will demonstrate that they have the following training, qualifications and school experience:	
	<ul style="list-style-type: none"> <li>• Evidence of independent personal development and wide reading of the latest research</li> <li>• Be an excellent classroom practitioner</li> <li>• Gained QTS</li> </ul>
Criteria	Desirable
<b>Experience</b>	
	<ul style="list-style-type: none"> <li>• Working effectively as a lead/HoD/Middle Leader - showing positive impact on outcomes</li> <li>• Evidence of developing quality resources</li> <li>• Leading colleagues to support improving outcomes</li> <li>• Conduct lesson drop ins and coaching colleagues</li> <li>• Developing new and innovative ways of delivering the curriculum efficiently i.e. use of visualisers and booklets</li> </ul>
Criteria	Essential
<b>Personal and Professional Qualities and Attributes:</b> In their statement of suitability and during the selection process, candidates will demonstrate the ability to:	
	<ul style="list-style-type: none"> <li>• The ability to lead and foster positive professional relationships and work effectively with teaching staff of varying experience</li> <li>• Ability to plan and resource effective interventions to meet curricular objectives</li> <li>• Excellent understanding of the components which comprise outstanding teaching and learning and outcomes</li> <li>• Experience of coaching and mentoring colleagues</li> <li>• Demonstrate emotional resilience, stamina, empathy and flexibility when dealing with challenge</li> <li>• Ability to work collaboratively with a wide range of colleagues</li> </ul>

Criteria	Desirable	Desirable
<b>Professional Knowledge and Understanding:</b> In their statement of suitability and during the selection process, candidates will demonstrate professional knowledge and understanding of:		

	<ul style="list-style-type: none"> <li>• Excellent subject knowledge and a genuine passion for teaching your subject</li> <li>• Detailed knowledge of current curriculum and pedagogical developments in the teaching of your subject and the wider curriculum</li> <li>• Understanding of Exam Board specifications</li> <li>• Understanding of the sequencing of a schema to deliver a powerful knowledge rich curriculum</li> </ul>	<ul style="list-style-type: none"> <li>• Awareness of wider educational contemporary issues</li> </ul>
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# The Recruitment Process -

## 1. Applications

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website [www.gloucesteracademy.co.uk](http://www.gloucesteracademy.co.uk) or apply via Eteach.

The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

The School reserves the right to interview candidates prior to the closing date therefore early application is recommended.

Applications must be received no later than midday on **Wednesday 15th February 2023** Applications received after this date and time will not be considered.

## 2. Shortlisting

Shortlisted candidates will then be invited to attend for an interview. Please make sure you have given day and evening telephone numbers on which you can be reached.

## 3. Interviews

The selection process will consist of a series of interviews and discussions with stakeholders and candidates may be asked to undertake a practical test related to the knowledge and abilities in the Person Specification. Interview date will be **arranged around half term dates that differ around the country.**

## 4. Notification of outcome

Candidates will be notified of the outcome as soon as possible following the interview process. Please ensure you have given day and evening telephone numbers on which you can be reached.

## 5. Feedback

Unsuccessful shortlisted candidates will have the opportunity for professional feedback during the week following the interviews.

## 6. Taking up post

The successful candidate will take up the post in either September 2023.

Should you require any additional information, please contact Imogen Maguire-HR Manager, [imaguire@gloucesteracademy.co.uk](mailto:imaguire@gloucesteracademy.co.uk)

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