



Our Lady of Lourdes Primary School

Job Description - Maths Subject Leader Teaching and Learning Responsibility 2A

You will be responsible to the Headteacher to provide professional leadership in the subject which you lead. You will be expected to promote and support the progress of all children to achieve the highest possible standards. You will have impact on educational progress beyond the assigned pupils you teach.

The range of duties listed below amplify and extend the role of a class teacher, but do not replace such other duties that may be required, as laid down by the School Teachers' Pay and Conditions Acts. All teachers will work within the framework of such legislation, as well as within LA and school policies and guidelines on curriculum and organisation. Specific variations will be made by negotiation with the Headteacher and Governing Body.

This role will involve being a member of the school middle management team and therefore attendance to TLR meetings will be required.

The teacher will have responsibility for:

providing professional leadership and management for mathematics in order to secure high quality teaching, effective use of resources and improved standards of learning and achievement for all learners.

Teaching, Learning and Standards

- To provide leadership in mathematics.
- To evaluate the effectiveness of teaching and learning in mathematics and progress towards meeting agreed targets across the school.
- To secure, in collaboration with the Headteacher and senior colleagues, high standards of teaching and learning in mathematics.

Leadership and Co-ordination

- To assume the role of 'subject' consultant for colleagues.
- To demonstrate, by practical example if appropriate, effective ways of organising the teaching within mathematics.
- To inform parents/Governors if/when required regarding current thought and practice in mathematics.
- To assist the Headteacher in ensuring the highest possible standards and quality of learning in mathematics using the school's Teaching and Learning Policy as one means to achieve this.
- To monitor and evaluate standards of teaching and learning through planning, pupil voice, book scrutiny etc. and feedback to SLT.
- To have an overview of standards across the school through effective use of regular data analysis.

Supporting, Guiding and Motivating

- To take an active lead in relevant school-based INSET.

- To take on responsibility for informing colleagues of appropriate INSET activities, to take part and/or encourage others when appropriate, in consultation with the school INSET Co-ordinator, Deputy Headteacher and/or Headteacher.
- To support colleagues in planning and delivering lessons.

Policy and Direction

- To keep abreast of developments in mathematics.
- To lead colleagues in formulation, review and evaluation of policy, in consultation with the Headteacher and team.
- To ensure that policy reflects current national and local initiatives.
- To carry out an annual review of mathematics and agree yearly priorities in the school improvement plan.
- To work towards targets set by the school improvement plan
- To establish/maintain a Subject Leader's file

Resourcing

- To identify needs and to resource, in consultation with colleagues, mathematics within the limits of given budget.
- To requisition, in consultation with the Headteacher, such items necessary to ensure effective learning and teaching of mathematics.
- To be responsible for checking, storing and ensuring appropriate use of related resources.