

# The Hub School



## Job Description: Mathematics Teacher

<b>Post Title:</b>	Mathematics Teacher
<b>Allocated Person:</b>	
<b>Responsible to:</b>	Head of Maths/SLT
<b>Scale Point:</b>	MPS/UPS Standard National Scale in line with the current School Teachers Pay and Condition document
<b>Teaching Commitment:</b>	

**Line managers:** SLT – Line Manager

### Main purposes of the post:

At The Hub School we recognise that our learners have vulnerability and potentially a negative educational experience, our vision is to ensure that they engage in highly effective learning experiences to motivate them to learn, achieve and progress. The successful candidate will be responsible for the learning and achievement of all students in the class/es ensuring equality of opportunity for all. They will have the skills and knowledge to teach Maths and Numeracy to KS3/KS4 students. They will work under the direction of members of the senior leadership team to implement the Maths and Numeracy curriculum to students with varying abilities, responsible and accountable for achieving the highest standards in work and conduct. They will maintain high aspirations and standards for all students.

**Supervisory responsibility:** The post holder will be responsible for the deployment and supervision of the work of LSO's/teaching assistants relevant to their responsibilities

### Main purpose of the Job:

- Be responsible for the learning and progress of all students in the class/es ensuring equality of opportunity for all
- Teach Maths and Numeracy to KS3/KS4 and up to GCSE level
- Work under the direction of members of the senior leadership team to implement the Maths and Numeracy curriculum
- Treat students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position
- Work proactively and effectively in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies in the best interest of students
- Act within, the statutory frameworks, which set out their professional duties and responsibilities and in line with the duties outlined in the current School Teachers Pay and Conditions Documents and Teacher Standards
- Take responsibility for promoting and safeguarding the welfare of children and young people within the school

## General Tasks:

All teachers are required to carry out the duties of a schoolteacher as set out in the current School Teachers Pay and Conditions Document. Teachers should also have due regard to the Teacher Standards. Teachers performance will be assessed against the teacher's standards as part of the appraisal process as relevant to their role in the school.

## Teaching

- Deliver the curriculum as relevant to the age and ability group/subject/s that you teach
- Be responsible for the preparation and development of teaching materials, teaching programmes and pastoral arrangements as appropriate
- Be accountable for the attainment, progress and outcomes of students you teach
- Carry out numeracy assessments of The Hub School on entry to the Hub and to assess progress throughout placement
- Ensure all students in the Hub KS3/KS4 make progress in Maths, taking into consideration their individual starting points on entry to the Hub
- Co-ordinate Numeracy intervention programmes within KS3/KS4
- Design opportunities for learners to develop their literacy, numeracy, ICT, social, emotional and thinking skills within Maths lessons
- Have a clear understanding of the special educational needs of students and be able to use appropriate teaching approaches to engage and support them
- Use an appropriate range of assessment and monitoring strategies as a basis for setting challenging tasks and measuring progress over time
- Provide regular feedback to students to support learning
- Use relevant data to monitor progress, set targets, and plan subsequent lessons
- Analyse and evaluate relevant assessment data, both formative and summative, to ensure that all learners make progress
- Fulfil the statutory responsibility of a teacher with regard to assessment and reporting
- Provide daily support to the Attendance Team by ensuring that legal registers and lesson registers are accurately completed in a timely manner
- Plan to impact on the wider curriculum programme to ensure The Hub School meets with British Values, Healthy Living, Careers and Social, Moral, Spiritual and Cultural requirements
- Deploy 'other adults' within the learning experience to maximise learner progress within the lesson and across a series of lessons
- Liaise closely with Head of Maths/SLT to contribute to the development of curriculum, assessment and teaching and learning strategies across the provision
- Offer coaching support to other colleagues, as appropriate, to ensure a self-improving culture where everyone aspires to be their best
- Ensure a presence and a contribution at relevant events related to learners ensuring these celebrate achievements
- Be a visible presence around the school site at duty times to contribute to the calm learning environment
- Facilitate the development of additional learning opportunities and experiences within the school day e.g trips and visits, guest speakers to compliment the learning experience
- Contribute effectively to the development of the School Vision and Ethos
- Contribute to the consistent implementation and review of relevant policies E.g. Teaching and Learning, Uniform Policy, Equal Opportunities Policy, etc.
- Take an active role above and beyond a classroom teacher with regard to safeguarding and child protection of all young people
- Work within the Risk Management Policy to manage risk for the organisation
- Ensure effective use of resources, including new technologies, to stimulate learning and progress

## **Behaviour and Safety**

- Establish a safe, purposeful and stimulating environment for students, rooted in mutual respect and establish a framework for discipline with a range of strategies, using praise, sanctions and rewards consistently and fairly
- Manage classes effectively, using approaches which are appropriate to students needs to order to inspire, motivate and challenge students
- Maintain good relationships with students, exercise appropriate authority, and act decisively when necessary
- Be a positive role model and demonstrate consistently the positive attitudes, values and behaviour, which are expected of students
- Have high expectations of behaviour, promoting self-control and independence of all learners
- Carry out other duties as directed and within the remit of the current School Teachers Pay and Conditions Document
- Be responsible for promoting and safeguarding the welfare of children and young people within the school, raising any concerns following school protocol/procedures and policy

## **Managing student welfare:**

- Ensuring student welfare is secure and students feel safe in school.

### **As a member of staff of The Hub School:**

- Role model appropriate behaviours within a professional environment including conduct, communication and personal appearance
- Role model high levels of literacy and numeracy including modelling appropriate language
- Have high expectations of students and self
- Aspire to develop your professional skills and qualifications
- Use all forms of social media appropriately
- Take responsibility for the reputational management of The Hub School
- Contribute to systems of evaluation and performance of the organisation positively.

Your duties may involve access to information of a confidential and sensitive nature which may be covered by UK GDPR 2018. All employees will be expected to comply with the DPA when handling any personal data. Confidentiality must be maintained at all times. In addition to the above the post holder must be committed to safeguarding and promoting the welfare of children and young people.

## **Other**

- To have professional regard for the ethos, policies and practices of the school in which you teach, and maintain high standards in your own attendance and punctuality
- Perform any reasonable duties as requested by the Headteacher

## **Equal Opportunities**

East Riding of Yorkshire Council is pursuing equality in employment.

## **Other clauses**

- The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time after consultation with the holder of the post.
- This job description may be varied to meet the changing demands of the school at the reasonable discretion of the Head of School
- This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing
- Postholder may deal with sensitive material and should maintain confidentiality in all school related matters

## Safeguarding

We are committed to safeguarding and protecting the welfare of children and expect all staff and volunteers to share this commitment. A Disclosure and Barring Service Certificate will be required for all posts. This post will be subject to enhanced checks.

This Job Description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties. In addition, you may be expected to take part in any other reasonable duties which may be required.

<b>Employee signature:</b>	
<b>Print Name:</b>	
<b>Date:</b>	