Lord Grey Academy
Lord Grey Can

TOVE LEARNING TRUST

KEY STAGE 4 MATHS CO-ORDINATOR

MPS/UPS

TLR 2b £5,872

Required for January 2027 or Easter 2027

Application pack contents

- Information about the Faculty
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- A job description
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"Lord Grey Academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to demonstrate this commitment in every aspect of their work."

Information about the Faculty

MATHEMATICS FACULTY

The faculty is comprised of ten members of staff, including a small number of non-subject specialists. We have a good provision of facilities including eleven dedicated Mathematics classrooms in addition to a faculty work area.

Winners of MK Education Awards Maths team of the Year - Summer 2025 and Summer 2023.

We are a reflective and ambitious faculty and entering an exciting period of transition, with a clear focus on teaching and learning and a commitment to continuing professional development. We are working hard to nurture a culture of collaboration and teamwork; helping to reduce staff workload whilst ensuring consistent, high-quality lessons for all students. The members of the faculty are eager and enthusiastic practitioners, motivated to improve and to provide the very best opportunities for the children that we teach.

At Key Stage Three and Four we follow White Rose Maths which has led to some amazing outcomes in Maths. At Key Stage Four, the faculty offers GCSE Mathematics with 10 teaching groups in Year 10 and 11, following the AQA syllabus for Higher tier and OCR for Foundation tier. As an enrichment opportunity GCSE Further Maths is offered to students studying Higher tier.

At Key Stage Five, the faculty offers GCE A-Level Mathematics and continues to recruit a good number of students from our Year 11 cohort as well as some external candidates. A-Level results have been consistent in recent years with several students choosing to study Mathematics at university, including Cambridge.

We look forward to welcoming a dynamic and enthusiastic new member of the faculty, who would like the opportunity to be an integral part of our development and future success. If you have any further questions please contact me by email on m.peluso@lordgrey.org.uk

Michela Peluso
Head of Mathematics Faculty

Lord Grey Academy
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TOVE LEARNING TRUST

Advertisement

KEY STAGE 4 MATHS CO-ORDINATOR

TLT MPS/UPS SCALE
TLR 2b - £5,872

Required for January 2026 or Easter 2027

We require, for January 2027or Easter 2027, an enthusiastic, full-time, permanent Key Stage 4 Mathematics Co-ordinator to join our hard working Mathematics Faculty team, in this large, mixed 11-19 comprehensive school. This could be an exciting first promotion for a determined colleague or might suit an experienced colleague looking for a new challenge.

The successful candidate:

- Will have a strong commitment to teaching and learning in Mathematics;
- Will be an effective classroom practitioner committed to raising standards for all students;
- Will be fully committed to the maximising the achievement of every student;
- Will be confident to deliver CPD on to colleagues;
- Will be confident in monitoring colleagues' work;
- Will have the ability to build on the excellent relationships with the feeder schools.

Why choose Lord Grey Academy?

- Culture of high expectations and a strong belief that all can achieve
- Very clear routines for learning so that teachers can teach and students can learn
- Culture of support and feedback for staff
- Highly visible student-centred Leadership Team
- Positive, supportive and friendly colleagues
- Weekly CPD and regular opportunities to benefit from working with other schools in the Trust.

The right candidate will be totally aligned to our values of encouraging all students to be ambitious, determined, independent, respectful and successful and completely committed to promoting our mantra of Lord Grey Can!

A lesson observation and a formal interview will form the selection criteria. A vacancy booklet, information for candidates booklet and the application form are available on the vacancies section of Lord Grey Academy's website: https://www.lordgrey.org.uk/vacancies/

Please note the application form is available on the right hand side of the above link.

Completed application form and covering letter should be submitted to Human Resources at Lord Grey Academy or emailed to hr@lordgrey.org.uk by 9am on Wednesday 18 November. Interviews to be held on Wednesday 25 November 2026.

Only successfully short listed candidates will be contacted.

The Academy is committed to safeguarding children. The successful applicant will require an enhanced DBS check.

INCLUSION QUALITY MARK IQM

Tove Learning Trust

Tove Learning Trust (TLT) is a highly successful multi-academy Trust with primary, secondary and alternative provision schools across the West Midlands, Northamptonshire and Milton Keynes. We are a cross phase trust providing a high-quality education for over 11,500 children between the ages of 4 and 18. Within our family of schools we have four primaries, nine secondaries and two alternative provision schools.
As an employer of choice, we recognise every colleague is an individual, we value diversity, and work as a team to remove barriers to equity. We know that when you are 'the best you', whatever your role is with the Trust, you will transform students' lives.

The Trust is committed to ensuring that all children achieve as highly as possible and we work hard to offer stimulating environments that enable every learner to progress and flourish. We have a small central team and a committed Board of Trustees that are focused on delivering outstanding outcomes.

We aim to have academies that are excellent communities of learning where children thrive on success.

You will have access to a team of school improvement directors specialising in Maths, English, Science, Humanities, EYFS and SEND & Inclusion. Our outcomes in the vast majority of our schools exceed national expectations and many of our schools are rated Good or better by OFSTED.

Employee Benefits:

1. Teacher & support staff pension schemes
2. Continuous Professional development (CPD)
3. Training School Alliance
4. Networking opportunities
5. Specsavers eyecare voucher
6. Free Flu vaccine
7. Employee Assistance Programme (EAP)
8. Medicash - Health Cash Plan:
    a. 24/7 GP Appointments & prescription services
    b. Dental treatment
    c. Optical care
    d. Physiotherapy
    e. Skinvision - skin health tracker
    f. A range of essential healthcare expenses
    g. Exclusive discounts on shopping & travel

The Academy is committed to safeguarding children. The successful applicant will require an enhanced DBS check.

Lord Grey Academy
Lord Grey Can

TOVE LEARNING TRUST

JOB DESCRIPTION - KEY STAGE 4 CO-ORDINATOR

Our motto is: Lord Grey Can. Our Core Values are: Determination, Ambition, Curiosity, Integrity and Civility. Our expectations are high and we believe that Lord Grey Can! It is expected that the post holder will carry out his/her responsibilities within this philosophy.

The job description defines the responsibilities of the post holder as being:

- under the reasonable direction of the Principal to carry out the professional duties of a school teacher
- to comply with "Health and Safety" at Work legislation
- all teaching staff must adhere to all aspects of the Teachers' Professional Standards
- a commitment to ensure the effective implementation of the school's Safeguarding and Child Protection Policy
- job descriptions are subject to review and amendment.

Specific tasks in addition to those of a School Teacher:

SPECIFIC TO THE ROLE OF KEY STAGE 4 CO-ORDINATOR

Roles and Responsibilities

Teaching and learning

- Monitor the quality of teaching and learning across the faculty at KS4 through learning walks, work scrutinies and lesson observations.
- Ensure that high quality KS4 Schemes of Learning and resources are available, up-to-date and being used across the faculty.
- Monitor KS4 data and find areas that need to be a focus e.g. sub groups and implement strategies to close the gaps.
- Work with the Mathematics faculty leaders to improve the quality of teaching and learning through faculty CPD and subject knowledge enhancement.

Resources

- Ensure that high quality resources for Key Stage 4 Mathematics are available and being used effectively.

Other

- Find opportunities to promote/display the work of KS4 Mathematics students.
- Make sure classrooms reflect and enhance the learning through use of display and presentation.
- Provide opportunities to showcase KS4 Mathematics work through competitions, extra curricular activities etc.

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities, which could include break/lunch duties, first aid, invigilation, chaperoning and minibus.

Signed:_____ Date:_____

INCLUSION QUALITY MARK IQM

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PERSON SPECIFICATION - KEY STAGE 4 CO-ORDINATOR

Experience and Knowledge	Essential	Desirable	How evidenced
Qualified teacher status or the credentials to gain QTS or to teach in the UK.	✓		A I
Up to date knowledge and understanding of teaching and learning strategies.	✓		A I
Up to date knowledge of the National Curriculum and GCSE/GCE and public exam syllabus for the subject areas within the Key Stage.	✓		A I
Up to date knowledge of school systems to support students in their learning, e.g. SEN, Pastoral and Assessment systems in schools.	✓		A I
Skills and Abilities	**Essential**	**Desirable**	**How evidenced**
An effective classroom practitioner.	✓		A I R
The ability to work in partnership.	✓		A I
Organisational and administrative skills.	✓		A
Good written and oral skills.	✓		A I
IT literate.	✓		A I
The ability to lead a team of colleagues.	✓		A I
The ability to lead on curriculum and resource management.	✓		A I
The ability to lead within a curriculum area.	✓		A I
Personal Related Skills	**Essential**	**Desirable**	**How evidenced**
Belief that barriers to learning can be overcome	✓		A I R
A commitment to professional standards	✓		A I R
A commitment to quality and continuous improvement	✓		A
The ability to work under pressure.	✓		A I
Confidentiality: awareness and judgement	✓		A I R
A team orientated approach	✓		A
Management experience in a school setting	✓		A R
Experience to call colleagues to account on professional standards within your Key Stage.	✓		A I

A – Application form I – Interview R - Reference

INCLUSION QUALITY MARK IQM

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TOVE LEARNING TRUST

JOB DESCRIPTION - TEACHER

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The job description defines the responsibilities of the post holder as being:

- under the reasonable direction of the Principal to carry out the professional duties of a school teacher
- to comply with "Health and Safety" at Work legislation
- all teaching staff must adhere to all aspects of the Teachers' Professional Standards
- a commitment to ensure the effective implementation of the school's Safeguarding and Child Protection Policy
- job descriptions are subject to review and amendment

Classroom Teacher – Standard Responsibilities

Purpose of the Job

- To ensure student progress in the learning of Mathematics through good quality teaching
- To achieve very positive outcomes for all students in public examinations, demonstrating a significant contribution to each student reaching their Target Grade
- To maximise progress for all classes taught by you

Teaching and Learning

9. To teach Mathematics in Key Stages 3 and 4 and, if appropriate, in the Sixth Form
10. To teach in line with faculty and academy policies on e.g. assessment, teaching and learning, homework, student behaviour
11. To contribute to learning opportunities within the formal and extended curriculum
12. To ensure student progress against prior attainment, at least in line with national averages and progress targets
13. To contribute to the profile of your teaching subject(s) within the Academy
14. To be responsible for a classroom or teaching area and its impact on learning (e.g. through superb displays) and the organisation of learning resources for yourself and within your department
15. To regularly review and evaluate teaching and learning in lessons and across schemes of work
16. To enhance learning in your subject area(s) through use of Information and Communication Technology as a teaching and learning tool
17. To involve parents in behavioural issues in line with academy policies
18. To ensure the effective and efficient deployment of classroom support
19. To work as a member of designated teams and to contribute to the building of teams within the Academy
20. To take part in the review, development and management of activities relating to the curriculum, organisation and pastoral functions of the Academy.

Continuous Professional Development (CPD)

1. To take responsibility for personal CPD needs within the Academy's Appraisal framework
2. To monitor the impact of CPD on your own teaching and learning
3. To seek advice and support within Academy policies
4. To be familiar with and contribute to the Academy Improvement Plan and Academy Self-Evaluation systems.

INCLUSION QUALITY MARK IQM

Curriculum and Assessment

1. To plan appropriate lessons to meet the learning needs of all students including those of: the higher prior attaining, Looked After Children, of EAL and 'groups within groups' students and of those students with Special Education Needs or who are Pupil Premium
2. To evaluate and review lesson plans
3. To contribute to the planning of Subject Schemes of Learning
4. To create and manage resources for the teaching of lessons
5. To assess students' work and progress against their prior attainment, progress in other subjects and against national norms in line with faculty and Academy policies
6. To use assessment to inform curriculum planning, teaching and learning
7. To assess accurately to help students meet their Target Grades
8. To act on feedback from examination boards on the quality of marking, moderation and assessment
9. To assess students' work accurately and regularly with good quality feedback on how to improve, given in a variety of ways
10. To work within Academy curriculum policies on key themes e.g. Citizenship, Enterprise, Literacy, Work Related Learning, British Values and Prevent agenda
11. To inform and involve parents in their children's learning in line with Academy policies and procedures.

Management Information and Its Use

1. To maintain appropriate records and to provide relevant accurate and up-to-date information
2. To complete the relevant documentation to assist in the tracking of students
3. To track student progress, analyse data and use information to inform teaching and learning, on time and as per the Academy calendar of assessment, with all deadlines met on time.

External Communication

1. To take part in Open Evening, Information Evenings, Parents' Evenings, Subject Teacher Meetings and liaison events with partner schools
2. To contribute to the development of effective subject links and other links with external agencies
3. To contribute to extra-curricular activities, and to support them with attendance, where possible.

Other

2. To undertake Academy duties in line with Academy policies and procedures
3. To cover lessons and registration sessions for absent colleagues in line with the Academy Cover Policy, based on the concept of rarely cover, and in exceptional circumstances
4. To attend assemblies as required
5. A commitment to ensure the effective implementation of the Academy's Safeguarding and Child Protection Policy
6. To comply with any other reasonable requests from the Principal when there are exceptional circumstances
7. To undertake such duties as may from time to time be reasonably assigned by the Principal.

Form Tutor Responsibilities

1. The post holder is expected to be a Form Tutor or Co-Tutor

Tove Learning Trust expects its employees to work flexibly within the framework of the job description. This means the post holder may be expected to carry out work that is not specified in the job description but which is within the remit of the role, duties and responsibilities, which could include break/lunch duties, first aid, invigilation, chaperoning and minibus.

Signed:_____ Date:_____

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PERSON SPECIFICATION - TEACHER

Experience/Knowledge	Essential	Desirable	How evidenced
Qualified teacher status or the credentials to gain QTS or to teach in the UK	✓		A
Up to date knowledge and understanding of teaching and learning strategies	✓		A I
Up to date knowledge of the national curriculum and public exam syllabuses in Mathematics	✓		A I
Up to date knowledge of school systems to support students in their learning, e.g. SEN, pastoral and assessment systems in schools	✓		A I
Skills and Abilities	**Essential**	**Desirable**	**How evidenced**
An effective classroom practitioner	✓		A I R
The ability to work in partnership	✓		A I
Organisational and administrative skills	✓		A
Good written and oral skills	✓		A I
IT literate	✓		A
Personal Job Related Skills	**Essential**	**Desirable**	**How evidenced**
Belief that barriers to learning can be overcome	✓		A I R
A commitment to professional standards	✓		A I R
A commitment to quality and continuous improvement	✓		A
The ability to work under pressure	✓		A
Confidentiality: awareness and sound judgement	✓		A I R
A team orientated approach	✓		A
A commitment to equal opportunities, all aspects of the Equality Act and to narrowing the gap on inequality	✓		A I
A commitment to follow all of the Academy's Health and Safety requirements	✓		A I
A commitment to ensure the effective implementation of the Academy's Safeguarding and Child Protection Policy	✓		A I

A – Application form I – Interview R - Reference