



JOB DESCRIPTION

Job Title:	Lead Practitioner in Maths	Department/Group:	Maths / Teaching staff
Level/Salary Range:	L3-L5 – Leadership Scale	Reporting to:	Head of Department
Contract term:	Permanent All Year Round	Hours per week:	1.0 FTE

Vision Statement

“To allow all children to experience ‘life in all its fullness’, no matter what their starting point” by:

- Offering a high quality, inclusive and distinctive education
- A caring and nurturing environment based on our Christian values
- Recognising the unique nature of each child.

Main Objectives of Role:

- To build and realise the shared vision of excellence and high standards for all students.
- To account for students' performance in line with the school's procedures.
- To ensure high quality teaching and learning in the department.
- To ensure that the subject knowledge of staff in the department is exemplary.
- To ensure that behaviour in the department is exemplary.
- To ensure that Schemes of Learning and Independent Work books are of a high quality.

Job Description:

THE SCHOOL TEACHER'S PAY AND CONDITIONS DOCUMENT SETS OUT THE STATUTORY RESPONSIBILITIES OF ALL STAFF. THIS JOB DESCRIPTION COMPLEMENTS THAT DOCUMENT AND PROVIDES THE SPECIFIC CONTEXT FOR THIS POST

Raising quality of teaching and learning

- Carry out teaching responsibilities in line with the professional duties of a teacher
- Model consistently high-quality teaching and be able to demonstrate excellent practice to others
- Produce high-quality teaching materials that support excellent practice
- Prepare and deliver training courses across the school to improve teachers' practice
- Support with teachers' professional development and appraisal through carrying out lesson observations, providing feedback and implementing strategies to improve practice
- Provide mentoring/coaching to individual teachers in need of 1-to-1 support to improve their practice
- Use data to identify individuals or groups that need further teaching support and develop and implement strategies to raise the quality of teaching
- Use data to identify individuals or groups of pupils that need targeted support, and develop and implement strategies to raise achievement
- Set challenging and ambitious targets for pupils on interventions and update parents on progress
- Measure and assess the impact of interventions to raise achievement for pupils and the quality of teaching
- Promote strategies which support differentiation, inclusion and positive behaviour

Monitoring and evaluation

- Co-ordinate and carry out monitoring and evaluation activities to improve teaching and learning, including work scrutinises, lesson observations, learning walks etc
- Use systems to analyse data from monitoring and evaluation, and use insights to inform strategies and plans for teacher development
- Support with self-evaluation and school improvement planning across the department

Professional development

- Lead on researching best practice and keeping up-to-date with the latest developments
- Share knowledge with staff and offer support to implement the research into their own practice
- Inform staff about the latest innovations in intervention strategies
- Lead on identifying high quality CPD programmes to improve quality of teaching and learning
- Take part in the school's appraisal procedures
- Take part in further training and development in order to improve own practice
- Where appropriate, take part in the appraisal and professional development of others

Management of staff and resources

- Direct and supervise support staff assigned to them, and where appropriate, other teachers
- Contribute to the recruitment and professional development of other teachers and support staff

- Deploy resources delegated to them

Other areas of responsibility Safeguarding

- Work in line with statutory safeguarding guidance (e.g. Keeping Children Safe in Education, Prevent) and our safeguarding and child protection policies
- Work with the designated safeguarding lead (DSL) to promote the best interests of pupils, including sharing concerns where necessary
- Promote the safeguarding of all pupils in the school

General Responsibilities

We expect that you will:

- have a sound and developed knowledge of your subject and of its examination specifications;
- have the ability and/or experience to teach your subject at KS3, Ks4;
- create and maintain a disciplined, and stimulating environment in which all students are well motivated and learn;
- promote the appreciation, understanding and enjoyment of your subject, being passionate about teaching it well;
- monitor students' progress and create opportunities for all students to reach their full potential;
- establish good working relationships with students and with colleagues and with the wider school community;
- make excellent and inventive use of available resources to assist in teaching and learning;
- follow departmental schemes of work and assessments in planning work with each group;
- complete regular assessments of students' work, providing them with feedback which allows them to make progress;
- contribute to the production of resources;
- attend and contribute to departmental meetings, and contribute to departmental policies and developments;
- attend evening meetings as required, including with parents;
- keep up to date records;
- contribute to the production of examination papers and marking them;
- ensure that the requirements of external examinations are met;
- ensure that the Teachers' Standards are met or exceeded in all of your work.

Safer Recruitment Statement

The Bishop Fraser Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

All staff employed by the Bishop Fraser Trust are expected to:

- uphold and promote the Trust's vision
- uphold and promote the Christian ethos of all schools in the Trust
- support and contribute to the achievement of all students academically and pastorally
- support and contribute to the Trust's responsibility for safeguarding all students
- undertake professional training to enhance personal development and job performance;
- Comply with all Trust and individual school policies and procedures including safeguarding, child protection, health, safety and security, confidentiality and data protection
- maintain high professional standards of attendance, punctuality, appearance, conduct and positive relationships with all pupils, parents/carers, colleagues, governors, trustees and members; treating everyone with dignity and respect
- share best practice, expertise and skills with others
- Seek to be positive and build up the common good through their own individual contribution to the life of their school
- Offer ideas and suggestions for making things better
- Engage actively in the appraisal and performance review process
- Seek to develop a better work/life balance
- Appreciate that whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified in this job description
- Work within the Trust and individual school's Health & Safety Policies to ensure a safe working environment for all staff and pupils.
- Follow any reasonable request from the Headteacher or SLT to undertake work of a similar level that is not specified in this job description.
- Be courteous to colleagues and provide a welcoming environment to visitors and telephone callers.
- Promote equality and celebrate diversity, seeking to reduce disadvantage, and to encourage aspirations and participation from people who might not otherwise join in

This job description is current at the date shown, but following consultation with you, may be changed by the Headteacher or SLT to reflect or anticipate changes in the job which are commensurate with the salary and job title. It allocates duties and responsibilities but does not direct the amount of time to be spent on carrying them out. The above responsibilities are subject to the general duties and responsibilities contained in the statement of conditions of employment.

Last Updated:

November 2024



THE BISHOP FRASER TRUST

A CHURCH OF ENGLAND MULTI ACADEMY TRUST

PERSON SPECIFICATION

	Lead Practitioner in Maths– CRITERIA	Essential / Desirable
Work related circumstances – professional values and practices of The Bishop Fraser Trust	High expectations of all students; respect for their social, cultural, linguistic, religious and ethnic background and a commitment to raising their educational achievements	E
	Ability to build and maintain successful relationships with students, treat them consistently, with respect and consideration and demonstrate concern for their development as learners	E
	Commitment to the Trust’s Christian ethos and educational purpose, demonstrating and promoting the positive values, attitudes and behaviour they expect from the students with whom they work	E
	Ability to work collaboratively with colleagues and carry out role effectively, knowing when to seek help and advice	E
	Able to liaise sensitively and effectively with parents and carers recognising their role in student learning	E
	Able to improve their own practice through evaluations and discussion with colleagues.	E
	Flexible with an ability to be able to embrace and generate change	E
Personal Qualities	Self-motivated and personally resilient	E
	High levels of personal integrity, discretion, honesty, reliability and self-awareness	E
	Conscientious and diligent work ethic	E
	High standard of personal presentation with an excellent attendance and time-keeping record	E
	Exacting standards, with high levels of attention to detail and accuracy	E
	Patience, kindness and understanding	E
Professional Dispositions	Pro-active in using initiative	E
	The ability to meet and greet visitors, staff and students warmly, confidently and professionally, focussed on meeting customer needs and satisfaction	E
	Maintains a positive outlook at work	E
	Willingness to take a hands-on approach as necessary	E
	Flexibility, on occasions and within reason, in approach to working hours	E
Qualifications	Qualified Teacher Status	E
	Honours degree in a relevant discipline	E
	A higher degree	D
	Offer a second subject	D
	An awareness and ability to work within the rules of relevant policies, legislation and good practice relating to schools, particularly Data Protection, Child Protection and Safeguarding	E
Experience	Plan for your career development to which this post contributes	D
	Participating in extra-curricular activities is always welcome	D
	Interest in research and development ideas, especially in teaching and learning	D
Skills and Knowledge	An optimistic, positive and encouraging colleague as a member of the staff team	E
	Work effectively as part of a team and understand classroom, department and school roles and responsibilities	E
	Make effective use of ICT to support learning	E
	Committed to the safeguarding and well-being of all pupils	E
	Valuing Diversity – listen to, support and respect contributions from all pupils and colleagues without prejudice.	E
Safeguarding of Children and Young People	Ability to form and maintain appropriate relationships and personal boundaries with children and young people	E