

POST **LEAD PRACTITIONER - Maths**

RESPONSIBLE TO: **Faculty Lead: Maths**

SALARY RANGE **LP1 - LP6 - £47,417 - £53,642**

JOB PURPOSE

- To provide high quality teaching and learning, to enable the effective use of resources and high standards of achievement for students, within an environment in which students feel safe, rewarded and challenged.
- To lead, with the support of the Faculty Lead, on learning, teaching and staff development within the faculty.
- To provide an exemplary role model for staff through professional expertise
- To lead and develop innovative ways to engage and support the learning of all students and place a strong focus on pupil participation in learning.

DUTIES AND RESPONSIBILITIES

The duties and particular expectations of this post are detailed below and are in addition to those specified in the latest School Teachers' Pay and Conditions Document. All reflect the National Teachers' Standards introduced on 1 September 2012.

Responsibilities

Working with other Lead Practitioners and Ambition Lead

- To set and maintain high expectations and provide leadership in the classroom
- To ensure that high quality teaching and learning takes place in all classes, assisting others in evaluating their impact of their teaching of students
- Lead curriculum planning and innovation both within the faculty and across the school as required
- To maintain high standards of work and behaviour
- To efficiently and effectively deploy quality resources for learning
- Help teachers to develop their expertise in planning, preparation and assessment
- To assist with the assessment, recording and reporting of progress
- To take responsibility to lead on learning and teaching
- Support the induction of newly qualified teachers and teachers new to the school as agreed annually
- Professional mentoring and coaching of other teachers
- Undertake classroom observations to assist and support the appraisal process
- Support the CPD programme across the school
- To provide equality of opportunity.

Key Tasks

1. Ethos/Vision

- To support the vision and ethos of the school
- To promote high expectations of students throughout the faculty
- Promote a positive climate for learning and maintain effective arrangements for managing student behaviour within the faculty.
- To lead by example to help motivate, inspire and enthuse students in their studies
- To encourage students to recognise their role within school and within the wider community
- To set a good example in terms of dress, punctuality, attendance and expectations outlined in the National Teachers' Standards.
- To uphold the school's policies, procedures and practices.

2. Planning

- To prioritise, plan and organise the development of the subject through objective/target setting.
- To maintain up-to-date policies on learning and teaching within the faculty, to complement school and faculty policies.
- To maintain a consistent approach to lesson planning across the faculty in line with faculty, and to monitor lesson plans.

3. Curriculum

- To monitor arrangements for grouping students within the subject, and to ensure that grouping criteria help to raise attainment.
- To ensure that teaching pays due regard to promoting equality of opportunity.
- To share in the development of, and follow, course outlines, syllabuses and schemes for learning as agreed by the Leader of Learning/Leadership Team.

4. Learning and Teaching

- To ensure that students' special educational needs are recognised and met.
- To promote and develop different learning styles for students.
- To ensure effective deployment of Teaching assistants/support staff/technicians within the faculty.
- To maintain an environment within the faculty which promotes high quality learning.
- To promote consistent improvement in examination results.
- To ensure good record keeping with respect to teaching and learning within the faculty.
- To ensure home learning is set in line with the school policy.

5. Assessment/Recording and Reporting

- To make effective use of comparative data together with prior attainment data, to provide relevant information to the Leader of Learning to establish benchmarks and set targets for students and the faculty.
- To ensure the effective use of performance data to promote achievement and ensure at least expected progress
- To ensure the school's marking and assessment policy is adhered to.
- To ensure that the school's recording and reporting procedures are implemented effectively.

6. Staff Development

- To participate in and support the Performance Management Policy/Staff Development policy
- To participate in INSET activities
- Be a group tutor/mentor
- To attend relevant scheduled meetings and briefings as appropriate
- To be a member of the learning and teaching group

7. Management of Resources

- To effectively and efficiently utilise all resources available
- To support the faculty to effect change and to maximise potential.
- To participate in the smooth running of the faculty/faculty and to assist in maintaining an effective team.
- To be involved in extra-curricular activities
- To undertake other duties as reasonably required by the Headteacher

8. Equality of Opportunity

- To ensure that everyone within the team and within each classroom is valued as an individual

PERSON SPECIFICATION

Criteria	Essential	Desirable	Measurement
Educational	<ul style="list-style-type: none"> Degree in a Maths subject Graduate qualified teacher with recognised teaching qualification such as a PGCE or equivalent Evidence of further involvement in training 	<ul style="list-style-type: none"> Recent and relevant experience of teaching Maths to post 16 students Achieved, or engaged in pursuit of, further relevant qualifications 	A
Knowledge	<ul style="list-style-type: none"> Excellent subject knowledge Excellent knowledge of classroom skills, Teacher Standards, secondary curriculum and developments, and contemporary pedagogy Evidence of very good and often outstanding teaching at KS3/4 Understands how to ensure effective student learning through challenging, high quality and exciting teaching Understands the potential of student voice and parental engagement Is a competent user of ICT and understands its role in enhancing learning and teaching. Understands the positive role of Performance Management within their own professional development. Understands assessment and attainment information can be used to improve practice and raise standards 	<ul style="list-style-type: none"> Knowledge about contemporary developments in education e.g. Ofsted Experience of leading change Clear understanding of Maths initiatives and ability to work with the faculty to raise standards across the school 	A, I, R A, I, R A, I, R A, I A, I A, I A, I, R
	<ul style="list-style-type: none"> Is typically good classroom practitioner Has a proven track record of raising and maintaining high educational standards Has proven successful experience of curriculum development and delivery Works effectively with Teaching Assistant/support staff/technicians within the faculty/department Participated in a range of CPD Proven track record of involvement in quality assurance process, monitoring and evaluating 'typicality' in the classroom 	<ul style="list-style-type: none"> Proven record of achievement in different posts/schools Experience of leadership and management of staff Leadership of whole school development priorities and initiatives 	A, I, R A, I, R A, I, R A, I, R
Experience	<ul style="list-style-type: none"> Experience of provisioning support, advice, coaching and guidance to colleagues to improve the teaching practice of others Experience of leading in the performance management of colleagues that is both rigorous and supportive 		A, I A, I
Skills and Abilities	<ul style="list-style-type: none"> Excellent level of interpersonal skills and developed communication skills (written and speaking) Well organised and able to prioritise and delegate as necessary Proven ability to develop good relationships with colleagues, students and parents 		A, I, R A, I, R I, R

References

The interview panel may take the opportunity to follow up any relevant issues arising from references during the interview.

A = Application Form, I = Interviews, R = References.

This post is exempted under the Rehabilitation of Offenders Act 1974 and as such appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via the Disclosure and Barring Service (DBS). The Trust is committed to safeguarding, promoting the welfare of children and young people and creating a culture of vigilance and expects all staff and volunteers to share this commitment and vigilance.

Safeguarding

Staff are accountable for the way in which they exercise authority, manage risk, use resources and protect students, who they are responsible for or in contact with, from discrimination and avoidable harm. All staff, where paid or voluntary, have a duty to keep young people safe and to protect them from harm. When an individual accepts a role that involves working with children and young people they need to understand and acknowledge that the responsibilities and trust are inherent to that role. There will be a requirement that staff observe their obligations in accordance with the Trust's safeguarding procedure and report any concerns in accordance with the procedure to the appropriate person.

Rehabilitation of Offenders Act 1974

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions cautions and reprimands being considered. Any convictions cautions or reprimands of relevance, obtained by the post holder after enhanced DBS clearance has been acquired, must be disclosed to the headteacher by the post holder. Failure by the post holder to do so, or the obtaining by the post holder of a relevant conviction caution or reprimand, may be managed in accordance with the Trust's disciplinary procedure.

Health and Safety

The post holder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in the Trust's Health and Safety Policy, and in any risk assessments relevant to the post holder's role or circumstances. Which must be observed.

Confidentiality and Data Protection

The post holder is expected to comply with the provisions of the Data Protection Act 2018. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Trust's Data Protection Policy.

Equality and Diversity

The Trust is committed to equality and values diversity. As such the Academy is committed to fulfilling its Equality Duty obligations, and expects all staff and volunteers to share this commitment. The Duty requires the Academy to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age gender, race and faith, and people who do not share them. Staff and volunteers are required to treat all people they come into contact with, with dignity and respect, and are entitled to expect this in return.



Code of Conduct

The post holder is expected to comply with the provisions of the Code of Conduct as would be identified in terms and conditions of employment.

Training

The Trust has a shared responsibility with the post holder for identifying and satisfying training and development needs. The post holder is expected to actively contribute to their own continuous professional development, and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

This job description may subject to review and/ or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing post holder and will be commensurate with the grade for the job. The post holder is expected to comply with any reasonable management requests.

Copies of all relevant policies are available through the post holder's line manager and the Trust HR team