



Better Never Stops



# Position:

## Lead Teacher for Whole School Numeracy

# Welcome to Waingels

**Job Description – Lead Teacher for Whole School Numeracy, TLR 1**

**Responsible to: Management and development of whole school numeracy strategy  
Delivery of mathematics to assigned classes**

## **Strategic Direction and Development**

1. Coordinate delivery of numeracy across the school by supporting Heads of Subject to develop numeracy activities as part of the students' learning.
2. Providing resources in line with the numeracy ladders to support teaching of these skills across the curriculum.
3. Leading the morning tutor time intervention for the Accelerate cohort by:
4. Providing other numeracy intervention as appropriate, such as intervention in timetabled lessons and a Numeracy Buddies programme.
5. Providing numeracy-based activities for students to complete at home for pleasure.
6. Organising regular numeracy challenges and competitions.
7. Celebrating students' numeracy achievements through certificates and contact home.
8. Organising whole school activities to celebrate National Numeracy Day and other numeracy events, including the delivery of assemblies.

## **Teaching Duties**

### **Knowledge and Understanding**

- Show a thorough and up-to-date knowledge of your subject(s)/specialisms.
- Take account of wider curriculum developments which are relevant to your work.
- Show a detailed knowledge of the relevant aspects of the pupils' National Curriculum and other statutory requirements.
- Understand progression in your specialist subject(s), including before your specialist age range.
- Cope securely with subject-related questions which our pupils raise and know about pupils' common misconceptions and mistakes in your specialist subject(s).

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## Planning and Setting

- Demonstrate consistent and effective planning of lessons and sequences of lessons to meet pupils' learning needs, identifying clear teaching objectives, content, lesson structures and sequences appropriate to the subject matter and the pupils being taught.
- Demonstrate consistent and effective use of information and prior attainment to gain well-grounded expectations for pupils, set appropriate and demanding expectations for pupils' learning and motivation, with clear targets for pupils' learning building on prior attainment.
- Identify pupils who have special education needs, and know where to get help in order to give positive and targeted support. Implement and keep records on individual Education Plans (IEPs).

## Teaching and Learning

- Ensure effective teaching of whole classes, groups and individuals so that teaching objectives are met, momentum and challenge are maintained, and best use is made of teaching time.
- Use teaching methods which keep pupils engaged, including stimulating pupils' intellectual curiosity, effective questioning and response, clear presentation and good use of resources.
- Set high expectations for pupils' behaviour, establishing and maintaining a good standard of discipline through well-focused teaching and through positive and productive relationships.
- Demonstrate consistent and effective use of a range of appropriate strategies for teaching and classroom management.
- To establish and maintain a purposeful working atmosphere which supports learning.
- Attend and contribute to departmental and staff meetings to assist with the implementation of the area development plans.
- To exploit opportunities to improve basic literacy, numeracy and ICT skills.
- To prepare students for examinations and participate in examination arrangements.
- To cover classes whose teacher is not available as and when required.
- To carry out the role of form tutor as required.
- To implement school Policies.
- To ensure teaching is adapted to ensure that Spotlight students (PP, SEN, EAL) make sufficient progress.

## Assessment and Evaluation

- Assess how well learning objectives have been achieved and use this assessment for future teaching.
- Demonstrate consistent and effective monitoring of pupils' class and homework providing clear and constructive feedback, which supports students to make progress and overcome misconceptions.
- To assess, record and report on pupils' progress with quality feedback.

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## **Pupil Achievement**

- Secure progress towards pupils targets.
- Demonstrate that, as a result of your teaching, your pupils achieve well relative to the pupils' prior attainment, making progress as good or better than similar pupils nationally. This should be shown in marks or levels in any relevant national tests, or school based assessment for pupils where national tests and examinations are not taken.

## **Relations with parents and the wider community**

- Ensure accurate data is entered to enable the production of student reports in line with the assessment calendar.
- Provide parents with accurate, constructive feedback on students' progress through the parents' consultation evening.

## **Managing own Performance**

- Understand the need to take responsibility for your own professional development and to keep up to date with research and developments in teaching.
- Understand your professional responsibilities in relation to school policies and practices. Demonstrate responsibility for your professional development and use the outcomes to improve teaching and pupils' learning.
- Set a good example to our pupils in your presentation and your personal conduct.
- Evaluate your own teaching critically and use this to improve your effectiveness.

## **Working with other staff**

- Establish effective working relationships with professional colleagues including, where applicable; associate staff.

## **Managing Resources**

- Select and make good use of textbooks, ICT and other learning resources which enable teaching objectives to be met.

The Conditions for Employment of Schoolteachers (schedule 3) specify the general professional duties of teachers. These duties may be varied to meet the changing demands of the school at the reasonable discretion of the Headteacher. This job description does not form part of the conditions of employment – it describes the way in which the post holder is expected and required to perform.



# Personal Specification

In due course we would expect all the qualities and attributes listed below to be acquired by the successful candidate. Those marked 'Essential' must be demonstrable at the point of interview.

Qualities and Attributes		
Qualifications	Essential	Desirable
Good quality Honours degree	✓	
PGCE, or equivalent, in Secondary Education	✓	
Qualified Teacher Status	✓	
Experience		
Proven success in teaching KS3 in subject area	✓	
Proven success in teaching KS4 in subject area	✓	
Experience of teaching A Level in subject area		✓
Experience of providing wider opportunities for students such as enrichment or extra-curricular activities		✓
Experience of promoting numeracy to a wider community e.g. through assemblies		✓
Knowledge/ Skills		
Strong subject knowledge	✓	
The ability to plan and deliver consistently high quality, engaging mathematics lessons	✓	
A knowledge of the mastery approach to the teaching of mathematics		✓
Good and imaginative use of resources including new technologies	✓	
Good understanding of Assessment for Learning and the ability to put this into practice	✓	
Clear knowledge of the strategies relating to planning and target setting.	✓	
Ability to be lead professional for a given subject area across the whole school	✓	
Well-developed behaviour for learning skills	✓	
An ability to forge good positive working relationships with staff and students	✓	
Effective Organisational skills	✓	
Knowledge and understanding of current developments in subject area.	✓	
An understanding of the qualities of a good Scheme of Work		✓

# Personal Specification

Knowledge/ Skills	Essential	Desirable
Know how to analyse and interpret data in order to monitor pupil progress and attainment		✓
Knowledge of intervention strategies to improve under performance.	✓	
Clear ideas about what contributes to good teaching and learning. A commitment to collaborative, active and independent learning	✓	
Ability to support colleagues and monitor the quality of teaching and learning		✓
Co-ordination of related staff meetings/INSET		✓
Involvement in setting and monitoring School Development Plans		✓
Experience of self-evaluation processes within a middle leadership position		✓
Knowledge of the need to safeguard children and protect adults	✓	
Knowledge of and a commitment and understand of the principles of inclusion	✓	
Display a knowledge of all areas of the National Curriculum	✓	
Ensure that whole school policies are implemented consistently	✓	
<b>Personal</b>		
Ability to work hard under pressure	✓	
Ability to prioritise and meet deadlines	✓	
A passion for numeracy as a way of improving student outcomes and preparing them for life	✓	
Commitment to continued professional development	✓	
Commitment to contribute to extra-curricular activities and educational visits		✓
<b>General</b>		
Good attendance and punctuality record	✓	
Professional dress	✓	

# Making Your Application

There are **FOUR** steps to making your application:

On the basis of the best information you have, **including a visit to our website on [www.waingels.wokingham.sch.uk](http://www.waingels.wokingham.sch.uk)** decide whether you are the right person for the job and the job is right for you.

Download a copy of our application form and complete it (only completed official application forms will be considered).

Provide a supporting statement (no more than two pages of A4) that addresses the following:

- The reasons why you have applied for this post
- How your experience, professional and personal values make you the right person for the job

Any further information you would like to add to your application

Submit your application form and attachments via:

Email: [JenJJN@waingels.wokingham.sch.uk](mailto:JenJJN@waingels.wokingham.sch.uk) or

Post: Jane Jennings, Waingels, Waingels Road, Woodley, Berkshire, RG5 4RF

We will review applications as we receive them so you are encouraged to apply as soon as possible.

**We welcome visits prior to application, with opportunities to talk to current staff**

***The school is committed to safeguarding, equal opportunities and to promoting the welfare of all staff and students***