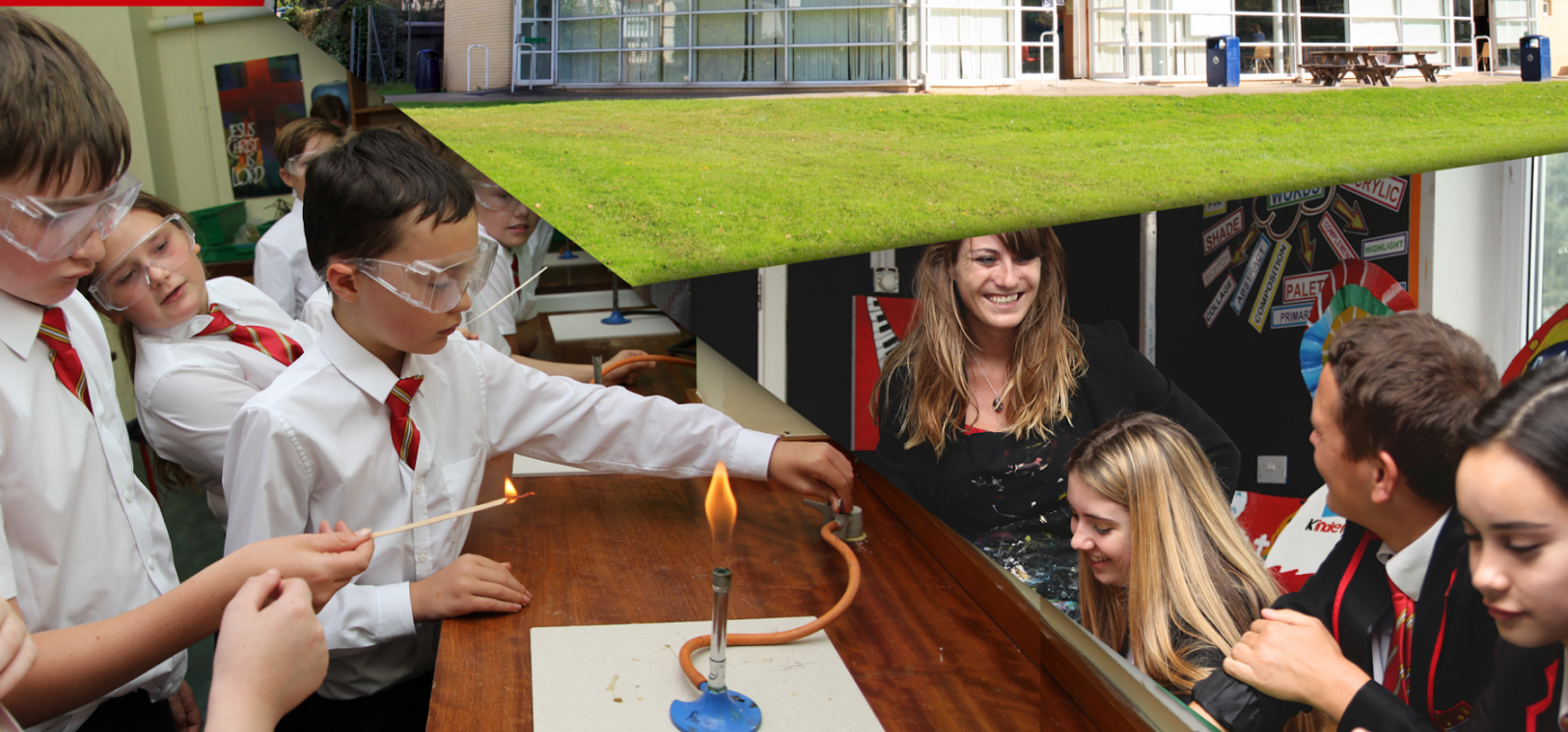




ST. CUTHBERT MAYNE

Joint Catholic and Church of England school

Job information pack



Welcome to St Cuthbert Mayne School

'Educating for life in all its fullness'

Welcome from the Headteacher

Thank you for your interest in the advertised post of Maths Learning Coach at St Cuthbert Mayne School. This is a permanent, full time contract starting in September 2022.

We are seeking to appoint an exceptional Maths Learning Coach to join our team. The successful candidate will be well qualified, passionate and dedicated. They will be able to generate excitement and a love of learning Maths.

We are looking for a team player, who can build positive relationships with students. You will be focused on helping students who find Maths difficult to make good progress and achieve their full potential. You will care about the life chances of every young person. This is in line with our school vision that we are "educating for life in all its fullness".

If you would like to discuss the role or visit the school before application please contact Julie Webb our HR and Personnel Officer - Julie.webb@stcm.torbay.sch.uk

About our School

St Cuthbert Mayne School is a Joint Roman Catholic & Church of England School that welcomes all students from across Torbay and South Devon, regardless of their faith background. Our school community is made up of students and staff from Christian and non-Christian backgrounds, who are respectful of our Christian ethos.

There are currently over 965 students on roll and the school is growing in size year on year. The teaching accommodation is of mixed age but well-resourced and maintained. We are currently in the middle of an exciting £3.6 million building project, which will significantly improve the facilities for students and staff in our school. Another £1 million of improvements will also be made to the school facilities in 2023.

It is an exciting time to join us on our journey to provide an outstanding, inspirational and challenging education for all students. We have a relentless focus to ensure that our children get access to the best possible teaching through a vibrant and engaging curriculum, so that they live life to the full both now and in the future. This will be a challenging but very rewarding post. The school is committed to developing all its staff through regular coaching and a wide range of professional development opportunities through the South West Institute for Teaching (SWIFT). We also work in partnership with Education South West (ESW) as part of a family of schools, to educate children so they lead great lives. If you are passionate about making a difference to the life chances of our children then we want to hear from you.

The school was last inspected by Ofsted in November 2016 and was graded as Good in every area. The statutory inspection of Anglican/Catholic Schools was also conducted in November 2016, and graded the school Good in all areas. Both reports can be found on the school website www.st-cuthbertmayne.co.uk.

About this post - Maths Learning Coach

Salary - Grade F (Actual Salary - £19,378.10)

Hours - 37.5 hours per week (8:15 - 4:15 from Monday to Friday)

Number of weeks - Term time, 38 weeks per year, plus 5 additional INSET days

Start - September 2022

Application Process

Please complete and submit an application form. If you have not heard from us within two weeks of your application, then you have not been successful.

You are asked to complete and include the following:

1. Application Form - This can be found on our website at:
2. Letter of Application/Supporting Statement no longer than 2 sides of A4 to be included with the application form. (Please use it to show how you have the skills, knowledge and experience to carry out the role for which you are applying to a high standard).

Submit your application to Julie Webb - HR and Personnel Officer:

julie.webb@stcm.torbay.sch.uk

Closing date: Monday 27th June at 10am.

Safeguarding

An enhanced Disclosure and Barring Service check is required for all our posts. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.



St Cuthbert Mayne School

Job Description Maths Learning Coach

Post Title:	Maths Learning Coach
Accountable to (Line Manager):	Curriculum Leader of Maths, Assistant Headteacher (SENDCo), the Headteacher and the Governors
Responsible to (day to day):	Curriculum Leader of Maths
Salary Grade:	Grade F (Actual Salary £19,378.10)
School Area:	Learning Support
Hours of Work:	37.5 hours per week, 38 weeks per year plus 5 additional INSET days. 8:15 – 4:15 Monday – Friday (Including 0.5 hour unpaid lunch)

Key Purpose of Job

- To improve outcomes for different student groups in Maths.
- To successfully implement a range of Maths and numeracy intervention strategies in order to maximise student achievement and progress.
- To support students who have difficulty with Maths or numeracy skills, helping to remove barriers to learning.
- Contribute to developing Learning support staff expertise in the area of Maths and numeracy through professional development and CPD in conjunction with the Curriculum Leader for Maths, and Assistant Headteacher (SENDCo).

Key Responsibilities

- To work under the guidance of the Curriculum Leader for Maths and the Assistant Headteacher (SENDCo) and within the agreed system of supervision, to implement agreed Maths intervention programmes with small groups and individuals in or out of the classroom to help them overcome barriers to learning.
- To ensure professional interaction with school leadership, SENDCo, teaching and support staff, Governors, outside bodies, students and parents and to carry out any other duties as reasonably assigned by the Head teacher
- Play an active part in creating a positive environment throughout the whole school
- To provide a professional and caring service to the students
- Responsible for safeguarding and promoting the welfare of children at all times
- Use specialist skills/training/experience to support students to develop their Maths and numeracy skills through 1:1 and small group work.

- Work with other staff in planning, evaluating and adjusting intervention activities as appropriate.
- Lead small groups and 1:1 intervention sessions to support targeted groups of students.
- Complete a range of Maths and numeracy assessments to determine where students have specific areas of need.
- Implement agreed intervention programmes, adjusting learning activities according to students' responses/needs.
- Determine the need for, prepare and use specialist equipment, plans and resources to support students.
- Assist the SENDCo with the development and implementation of Individual Learning Plans as appropriate.
- Establish productive working relationships with students, acting as a role model and setting high expectations.
- Challenge and motivate students, promote and reinforce self-esteem, Provide feedback to students in relation to progress, achievement, behaviour and attendance
- Promote independence and employ strategies to recognise and reward achievement.
- Create and maintain a purposeful, orderly and productive working environment
- Ensure timely and accurate design, preparation and use of specialist equipment/resources/materials.
- Contribute to planning, development and organisation of systems/procedures/policies.
- Maintaining records, information and data, producing analysis and reports as required.
- Accurately record achievement/progress.
- Administer routine assessments.
- Support students in Pre Public Examinations and Public Examinations when required.

Other Duties

- To maintain up to date knowledge of relevant legislation, local provision and policy developments.
- Be aware of and comply with school policies and procedures at all times
- Contribute to the overall ethos / work / aims of the school
- Promote positive behaviour
- Attend relevant meetings as required
- Participate in training and other learning activities and performance development as required
- Present a professional and positive personal image, contributing to a welcoming school environment which supports equal opportunities
- To undertake additional duties as required, commensurate with the level of the job.

Health and Safety

- Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
- Cooperate with the employer on all issues to do with Health, Safety & Welfare including this as a standing item on departmental agendas.

- Ensure regular risk assessments are carried out as per school policy and refer to relevant parties.

School Ethos and Values

- To conduct oneself in a manner befitting a teacher at all times, ensuring behaviours that display positivity to others.
- To make maximum use of opportunities to generate a culture of celebration and praise amongst the staff and students of the School.
- Promote the health, welfare and emotional well-being of all students.
- Promote equality of opportunity for all students and staff.

Safeguarding

St Cuthbert Mayne School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

Roles and job descriptions are subject to an annual review.