



Lipson
Co-operative Academy



Maths Teacher

Application Information



Welcome

Welcome to Lipson Cooperative Academy, a school at the heart of its community trying to ensure that every single student is given the best possible opportunity to reach their true potential.

At Lipson you become part of a family, not just a school. It is a place where everyone is valued and known as an individual. At its heart, cooperation is about working together and we aim to create an environment where students and staff can thrive.

We expect high standards of work and behaviour from our students. We are committed to bringing out the very best in everyone. Our mission is to be exceptional in everything we do and although there is rightly a strong emphasis on academic achievement, all students are encouraged to take part in a wide range of extra curricular activities. We are very proud of the way that our students represent the school in so many areas of excellence both within and beyond the classroom.

We want our students to be confident, well rounded individuals who are well prepared and able to play a full role in the world in which they live. It is important that they leave Lipson with the necessary skills and qualities required to make a contribution to society but it is also vital that they leave us with the necessary qualifications to earn their way in the world.

Our students are fantastic young people and they are very proud of their school. Our role is quite simple; it is to do everything we can to enable the teachers here to teach to the very best of their ability so that our students can learn to the best of theirs. We are looking forward to meeting with and hearing from many of you in the coming months. Your continued support is really important to us as we will strive to build on our areas of strength and secure the excellent reputation that our staff and students deserve.

We warmly invite you to visit our school to experience for yourself its unique atmosphere and see the outstanding opportunities we offer our students.

Martin Brook
Headteacher





About the school



The school became a converter academy on 1st April 2011 continuing on from our journey as a Foundation School supported by a Co-operative Trust in July 2009. Our status as a converter Co-operative Academy affords us with a once in a lifetime opportunity to build a school around the principles of co-operation which will enable us to close the attainment gap and engender high quality social cohesion through constructive dialogue and mediated learning.

The Support and Leadership Team (SLT) consists of the Principal, Senior Vice Principal, Vice Principal, Business Manager and three Assistant Principals. All members of the SLT are leading professionals in the Academy. They are the custodians of all Academy outcomes and standards. Working with the governing body the SLT provide vision, leadership and direction for the Academy and ensure that it is managed and organised to meet its values and principles. The SLT is responsible for the continuous improvement in the quality of education; for raising standards; for the development of policies and practices; and for ensuring that resources are efficiently and effectively used to achieve the Academy's aims and objectives. The SLT also secure the commitment of the staff, students, parents and the wider community to the Academy.

The governing body is effective, supportive of the needs of the school and provides regular challenge in order to hold senior leaders to account for all aspects of performance. The governing body is made up of a broad range of representatives with a wide professional skill base which includes an accountant, educational professional, legal advisors and HR professionals. The governing body monitors standards through regular involvement with the school and department link governors. Governors attend relevant training and academy based CPD events which mean they are well informed to fulfil their statutory duties and challenge leaders effectively.

Job Description & Person Specification



Post: Class Teacher

Salary: Joint Union Teacher Pay Scales

Hours of work: Full time

Start Date: As agreed at interview

Responsible to: Head of Faculty

Summary of the Role:

Teachers at Lipson Co-operative Academy are expected to make the education of their students their first concern, and are accountable for achieving the highest possible standards in work and conduct. Teachers must act with honesty and integrity; have strong subject knowledge, keep their knowledge and skills as teachers up-to-date and must be self-critical; forge positive professional relationships; and work with parents/carers in the best interests of their students.

Teachers at Lipson are expected to commit to and promote the values and principles of the international co-operative alliance. The values are Social Responsibility, Self-help, Self-responsibility, Solidarity, Equality, Equity, Democracy, Openness, Caring for Others and Honesty

As a teacher at Lipson it is expected that you will consistently:

ENTHUSE your teaching groups with both your subject and the process of learning. You will have high expectations of your students and classes, continually raising aspirations and broadening their horizons.

ENCOURAGE all students, including those who may be quiet or low profile within classes, and those who find it harder to learn than others to ensure all students make exceptional progress.

SHAPE your teaching methods to meet the needs of individuals and collaborative working groups effectively to allow them to make exceptional progress.

CHALLENGE students to think for themselves in new ways and set stretching but attainable targets.

SET and **DEMAND** a rigorous **PACE** and rigour to teaching and learning.

STIMULATE inclusive involvement and discussion of the learning material within classes and tutorials.

INSPIRE and command respect of students, their families, and the community; leading by example and setting high professional standards in all aspects of your work, dress and behaviour.

COMMUNICATE individual student progress effectively with students and their families.

LISTEN and get **FEEDBACK** from students and colleagues to inform and improve future practice.

CONTRIBUTE to the outstanding ethos of the Academy, to the morale of colleagues and to the extra-curricular life of the Academy.

INVEST in your own learning and be proactive in your own continuing professional development.

TEACHING

As a teacher at Lipson Co-operative Academy you will be expected to:

TEACHING

In each case having regard to the curriculum for the Academy and with a view to promoting the development of the abilities, aptitudes and well-being of the students in any class or group assigned to you:

- To plan and prepare lessons according to the Faculty's agreed schemes of work.
- To teach a range of classes in Years 7 – 13 according to their educational needs.
- To mark work carried out by the student in Academy or elsewhere.
- To assess, record and report on the development, progress and attainment of students in keeping with the Faculty and whole Academy Assessment, Recording and Reporting policies. This may include oral and written assessment and references relating to individual students or groups of students.
- To fulfil the Academy homework policy.

OTHER ACTIVITIES

- To promote the general progress and well-being of individual students of any class or students assigned to you.
- To provide guidance and advice to students on educational and social matters and on their further education and future careers, including information about sources of more expert advice on specific questions.
- To make records and report on the personal and social needs of students.
- To communicate and consult with students' parents or legal guardians.
- To communicate and co-operate with external agencies and participate in meetings for any of the purposes described above.

PERFORMANCE MANAGEMENT

- To participate in arrangements made in accordance with regulations made under section 49 of the Education (No.2) Act 1986 for the performance appraisal of teachers.
- To review from time to time your methods of teaching and programmes of work.
- To participate in arrangements for your further training and professional development as a teacher including undertaking training and professional development and professional development which aims to meet needs identified in performance management objectives or in performance management statements, driven by the faculty's improvement plan.
- To participate in arrangements for supervision and training as part of the induction period pursuant to the Induction Regulations, where this is appropriate.
- To lead the annual performance management cycle for staff within the Faculty as prescribed by the Academy Performance management policy, by reviewing the achievement, and impact of previous years targets, and setting the forthcoming years targets in conjunction with the Academy and faculty improvement plans and bespoke CPD aspirations of the reviewee.

PEDAGOGY

- To advise and co-operate with the SLT and other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment and pastoral arrangements.

DISCIPLINE, HEALTH AND SAFETY

- To maintain good order and discipline among the students and safeguard their health and safety both when they are authorised to be on the Academy premises and when they are engaged in authorised Academy activities elsewhere.
- To be responsible to the Head of Faculty for the maintenance of good order and discipline and the promotion of rewards within your Faculty.

STAFF MEETINGS

- To participate in meetings at the Academy which relate to the curriculum for the Academy or the administration or organisation of the Academy, including pastoral arrangements.
- To deputise for the Head of Faculty in Academy meetings as requested

COVER

- To supervise and, as far as is practicable, teach any students whose teacher is not available to teach them, subject to the conditions detailed in the Academy Teachers' Pay and Conditions document.
- To ensure all subject areas within your Faculty have contingency plans for covered lessons and total isolations in conjunction with your Head of Faculty.

EXAMINATIONS

- To participate in arrangements for preparing students for public and internal examinations and in assessing students for the purposes of such examinations and recording and reporting such assessments.
- To prepare all internal assessments that is denoted within the Schemes of Work within your Key Stage
- To ensure all students are entered for appropriate examinations (both external and internal) in conjunction with your Head of Faculty and the examinations officer.
- To ensure all examination data is available and collated from staff and the examinations officer in a clear and coherent style for the use of analysis by the Head of Faculty, Head of Academic Progress, SLT and the Governing Body.

ADMINISTRATION

- To participate in administrative and organisational tasks related to such duties as are described above, including the direction or supervision of persons providing support for the teachers in the Academy; and
- To attend assemblies, registering the attendance of students and supervising students, whether these duties are to be performed before, during or after Academy sessions.

RELATIONSHIPS

- Work alongside the Head of Faculty to fulfil a supporting role to all teaching staff within your Key Stage and to be able to assume leadership and management by standing in for the Head of Faculty in case of absence.
- You will work closely with other members of your Faculty, your Head of Faculty, the Senior Leadership Team, SENCO, Heads of Year and Faculties and with all other members of your respective teams.
- Keep parents and carers well informed about their child's achievements/progress and targets for further improvement if in need of Faculty intervention.
- You will also work with officers of external agencies directly involved in the guidance and welfare of your Year Group.

	<p>RESPONSIBILITY LEVEL</p> <ul style="list-style-type: none"> You will be directly responsible to your Head of Faculty. You will also work with consultants, advisers and officers of external agencies directly involved in the guidance of your Faculty's development in conjunction with your Head of Faculty.
PERSONAL AND PROFESSIONAL CONDUCT	<p>As a teacher at Lipson Co-operative Academy you will be expected to demonstrate consistently high standards of personal and professional conduct. The following statements define the behaviour and attitudes that set the required standard for conduct throughout your time working at Lipson.</p> <p>Teachers at Lipson Co-operative Academy must uphold public trust in the profession and maintain high standards of ethics and behaviour, within and outside the Academy, by:</p> <ul style="list-style-type: none"> treating students with dignity, building relationships rooted in mutual respect, and at all times observing proper boundaries appropriate to a teacher's professional position having regard for the need to safeguard students' well-being, in accordance with statutory provisions showing tolerance of and respect for the rights of others not undermining fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs ensuring that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law. <p>Teachers at Lipson Co-operative Academy must have proper and professional regard for the ethos, policies and practices of the Academy, and maintain high standards in their own attendance and punctuality.</p> <p>Teachers must have an understanding of, and always act within, the statutory frameworks that set out their professional duties and responsibilities.</p>
PERSONAL TUTOR	<ul style="list-style-type: none"> To act as a personal tutor within the year group system. To be responsible for the well-being and academic progress of their personal tutor group. To act as the first point of contact for parents/carers. To monitor and improve attendance rates for the tutor group. To be responsible for the discussing with tutees the Academy reward/sanctions system within the tutor group. To meet regularly with the Head of Year and attend year team pastoral meetings as required. To support inter-tutor group and extra-curricular activities as arranged by Heads of Year or others with aspects of pastoral responsibility. To ensure that students follow the Academy's uniform policy. To ensure that students follow the Academy's rules and policies. To set a good example in terms of dress, punctuality and attendance.

Other duties and responsibilities:

Carry out other duties that the Principal may reasonably request.

Person Specification

Essential	Desirable
Qualifications and Education	
<ul style="list-style-type: none"> ● Suitable Degree ● Qualified Teacher Status ● Evidence of significant continued professional development 	<ul style="list-style-type: none"> ● Evidence of further pursuit of professional development and accreditation (e.g PGCert/PGDip/M.Ed)
Knowledge and Experience	
<ul style="list-style-type: none"> ● Evidence of outstanding classroom practice within the past year. ● Experience of teaching across the full age and ability range, including Post 16 ● Excellent teaching skills and the desire to improve others' practise further. ● Able to demonstrate high quality, creative and innovative classroom practice. ● Clear knowledge and understanding of the effective use of Academy data to raise standards in teaching 	<ul style="list-style-type: none"> ● To have experience of monitoring the impact of teaching and learning intervention within the classroom setting and sharing this with whole staff ● Leading or managing a team. Clear knowledge of assessment strategies, procedures and implementation ● Ability to use Information Technology to enhance teaching, including interactive whiteboards.
Personal Skills and Qualities	
<ul style="list-style-type: none"> ● Motivated and committed to improving standards in the classroom ● Effective interpersonal skills and communication to develop sound relationships with staff ● Ability to manage time and prioritise workload to meet deadlines ● Ability to inspire and support others 	<ul style="list-style-type: none"> ● Able to promote learning and enhance skills beyond the curriculum and classroom. ● Desire for promotion and further professional development to support this. ● Ability to promote good teaching and learning across the wider learning community

This job description outlines the duties required for the time being of this post to indicate the level of commitment and responsibilities expected. It is not a comprehensive or exclusive list and duties may be varied from time to time, which does not change the general character of the job or the level of responsibility.

APPLICATION DETAILS

You must complete the application form fully and give details of all employment, training and gaps in employment since leaving secondary school to the present day. Any additional information, which you wish to bring to the notice of the school's Governors, should be included in your supporting statement. Please ensure that you take each of the essential and desirable criteria found on the person specification and say why and how you meet these criteria in your application.

For an informal discussion about the role with the Headteacher please contact the Head's PA, Amy Humphries, on 01752 671318 or ahumphries@lipson.plymouth.sch.uk

SAFEGUARDING

The safer recruitment of staff in schools is the first step to safeguarding and promoting the welfare of children in education. Lipson Co-operative Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. It is recognised that this can only be achieved through sound procedures, good inter-agency co-operation and the recruitment and of competent, motivated employees who are suited to and fulfilled in the roles they undertake. The academy implements robust recruitment procedures and checks for appointing staff and volunteers to ensure that reasonable steps are taken not to appoint a person who is unsuitable to work with children, or who is disqualified from working with children, or does not have the suitable skills and experience for the intended role. References must cover the previous five years' employment and please provide an email address for your referees so that we can contact them.

The closing date for applications is: **Midday Monday 23rd May 2022**

The application form is available at:

<http://www.lipsonco-operativeacademy.coop/College-Vacancies/>

Please submit your completed application to:

hr@lipson.plymouth.sch.uk