**Spring Lane School**

**BURY SECONDARY PUPIL REFERRAL UNIT**

**JOB DESCRIPTION**

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| **Job Title/Post:** | **Teacher of Maths** |
| **Salary:** | **MPS/UPS (+1 SEN point)** |
| **Immediately responsible to:** | **Faculty Lead (STEM)** |
| **Immediately responsible for:** | **Curriculum delivery, planning and Teaching Assistants (in class support)** |

**Job Purpose:**

1. To plan and deliver an appropriate, differentiated and well-sequenced curriculum in the area of expertise which takes into account the age range, abilities and context of the pupils.
2. To ensure pupils’ academic and emotional social and mental health improvement in lessons and over time.
3. To liaise with subject / faculty leads and members of the senior management team where necessary.
4. Ensure an aspirational environment, where pupils can achieve well, attain well and strive to positively change their future.
5. Be proactive in maintaining a safe and equal opportunities learning environment for all pupils, upholding effective safeguarding procedures.

**Teaching and Learning:**

1. Take responsibility for a highly effective teaching commitment across the Spring Lane school provisions.
2. Take responsibility for the organisation, management and pastoral care pupils.
3. Plan and deliver lessons in accordance with the SLS curriculum offer, in a manner that is differentiated to take account of individual needs.
4. Contribute to planning to ensure well sequenced lessons that build knowledge over time, where pupils learn more and remember more.
5. Formulate written guidelines to ensure delivery of the curricular area(s) consistent with the national curriculum and the curriculum offer at SLS.
6. Liaise closely with subject/ faculty leaders in the planning of the curriculum.
7. Contribute to the assessment of pupils, formulating where appropriate, individual programmes, monitor their implementation and review progress
8. Contribute to the Statutory Assessment process where necessary, liaising with parent/carers and appropriate agencies.
9. Assist in the Performance Management process if required by the Head Teacher

**Recording and Assessment:**

1. Update the Subject/ Faculty Lead and SLT on the effectiveness of provision for pupils in the subject area
2. Set targets for raising achievement for pupils in the subject area and feedback to the Subject/ Faculty Lead and SLT.
3. Monitor planning and pupil progress to ensure individual needs are met.
4. Contribute to the Annual Reporting to Parents and/or external agencies
5. Review, monitor and evaluate current practice and provide feedback to the senior leadership team.
6. Provide written reports as required, annual reports to parents and attend review meetings as necessary.
7. Contribute to the SLS’s Improvement Plan and Faculty Action Plans

**Leadership:**

1. Establish good relationships and encourage good working practices
2. Support, motivate and direct support staff in lessons.
3. Lead by example in all areas, demonstrating future leadership qualities
4. Liaise with support staff, outside agencies and parent/carers.
5. Contribute to the induction, supervision and support of staff during their induction periods.

**Standards and Quality Assurance**

1. Support the aims and ethos of the School.
2. Uphold the SLS’s code of conduct, regulations and dress code.
3. Participate in staff training and coaching
4. Participate in Continuing Professional Development.
5. Attend team and staff meetings.

**Other Duties and Responsibilities**

1. Provide guidance to pupils on educational and social matters and to monitor and modify behaviours in accordance with SLS practices.
2. Take case management responsibility for designated pupils, including the maintenance of pupil records.
3. Develop, implement and review pupils’ individual plans as necessary.
4. Participate in inductions for new pupils and their parent/carers, and maintain regular communication with those pupils’ families.
5. Support, where appropriate, the statutory assessment process for pupils and participate in pupils’ Annual Reviews.
6. Review, monitor and evaluate current practice and provide feedback to the Senior Leadership Team.
7. Work in partnership with schools, parents and other agencies regarding individual cases and strategic issues.
8. To work as a team member in developing the range of intervention strategies available throughout the SLS

9. To perform any duties which may reasonably be assigned to you by the

SLT and head teacher

10.To carry out any duties laid down from time to time in the Conditions of Service both locally and nationally agreed or in the various Education Acts which the Governors deem appropriate.