



MATHS TEACHER & KS3 LEAD JOB DESCRIPTION	
NAME	
ACCOUNTABLE TO	Head of Faculty and through him/her to a designated Deputy/Assistant Head and the Head of School/Executive Head Teacher
TLR	2b
DURATION	Permanent
JOB PURPOSE	<ul style="list-style-type: none"> ● To ensure the standards of teaching achieves the school target of 85% good or better teaching. ● To ensure progress and attainment of students meet the school targets. ● Support the Head of Faculty in the monitoring of attainment and progress at Key Stage 3 ● To deputise for the Head of Department in the event of absence ● To lead on KS3 departmental strategies as identified by the Head of Faculty
Key Area	Responsibility
Responsibilities <i>Carry out all duties and responsibilities in accordance with School policies and procedures and statutory requirements.</i>	<ul style="list-style-type: none"> ● Maintain high standards of teaching and learning within your classes, ensuring effective tracking and monitoring takes place at all times. ● Work alongside the Head of Faculty and KS5 lead to coordinate and target student underperformance through teaching and learning strategies and intervention ● Lead development and implementation of new strategies and effective schemes of work at KS3 in line with the National Curriculum and TKAT maths strategies. ● Lead on accurate assessment (including GL assessment) and mark scheme criteria. Implement effective moderation strategies to ensure marking is consistent and accurate across the faculty. ● Assist the Head of Faculty in the monitoring of student progress, identifying strengths/successes and weakness/areas of concern. ● Mentor SCITT/ECT maths teachers as directed by the Head of Faculty. ● Develop/maintain links with feeder schools to ensure a smooth transition in maths pedagogy between KS2 and KS3.
Areas of Accountability	<ul style="list-style-type: none"> ● Through effective teaching and learning students achieve their best possible outcomes, ensuring their progress and attainment reaches or exceeds expected levels. ● To ensure the Department budget and resources are effectively managed.
Professional development	<ul style="list-style-type: none"> ● Keeping up to date with national requirements with regard to t & I (DfE / Ofsted guidance). ● Pedagogic research and development to improve the standard of teaching. ● Lead and participate in further training and professional development including those aimed at meeting the need identified in performance objectives or in performance statements.
Discipline, health and safety	<ul style="list-style-type: none"> ● Maintain good order and discipline and safeguard the health and safety among students both within the classroom, school premises and when they are engaged in authorised school activities elsewhere. ● To work in accordance with the guidelines set out in the school Health and safety policy and specific faculty areas.
Examinations	<ul style="list-style-type: none"> ● Participate in arrangements for preparing students for external/internal examinations, in assessing students for the purpose of such examinations.
General Responsibilities	<ul style="list-style-type: none"> ● Promote the school's values and ethos in accordance with the School's Professional Code. ● Work actively to develop professional expertise by participating in ongoing professional development.

Review of job description	<ul style="list-style-type: none"> This job description is intended to provide guidance on the range of duties associated with the post. It is not intended to provide a full and exclusive definition of the post and the post holder may be required to undertake additional duties by the Head of School/Executive Head Teacher. It may be subject to modification and amendment at any time after consultation with the post holder. 		
Signed member of staff		Date	
Signed appraiser		Date	
Approved Head of School/Executive Head Teacher		Date	

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Executive Headteacher: Mrs J Tyler-Maher BA (HON) NPQH
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Company Registration Number: 6455757

