

# **Bishop Rawstorne**

## **Church of England Academy**



Fortiter Et Fideliter

**SECOND IN THE FACULTY OF  
MATHEMATICS (TLR 2B)**  
**Job Application Pack**



## SECOND IN THE FACULTY OF MATHEMATICS (TLR 2B)

Required August 2022, Full Time, Permanent

REPORTING TO: CURRICULUM LEADER

CLOSING DATE: MONDAY 31ST JANUARY 2022, 12 NOON.

Bishop Rawstone Church of England Academy has been providing high quality Christian education for over 60 years and we are now welcoming applications for a committed and suitably qualified and experienced candidate to join our talented, friendly and well-established Mathematics Department. This is a great opportunity to make a significant impact on the direction of the school. The curriculum area of Mathematics is innovative, high-achieving and ambitious to improve further.

### The Successful Candidate will:

- Hold Qualified Teacher Status and be able to take students to the next level of participation and attainment within a very high-attaining school.
- The post would suit an experienced teacher of Mathematics with leadership experience, or an aspiration towards leadership.
- Be passionate about the outcomes for young people and contributing to the on-going development of Mathematics at Bishop Rawstone.

### Why Work at Bishop Rawstone?

We recognise the contribution our valued staff make to the success of our school as a whole and strive to foster a culture where staff feel valued and supported. We offer:

- A calm, purposeful working environment with very low staff turnover and where staff are given opportunities to pursue a high level of professional development.
- Modern dining and sporting facilities set in an attractive rural, but accessible location.
- Outstanding behaviour from students who want to learn and progress.
- Free on-site parking and complimentary medical, counselling and wellbeing support services.
- Personal coach and mentor to support your induction and on-going developmental journey.

### Further Information

Bishop Rawstone is committed to the safeguarding of all students. The successful candidate will be required to undertake the Enhanced Disclosure process via the DBS.

We are a vibrant Christian school committed to equality and diversity, welcoming colleagues from all backgrounds into our community irrespective of their religion or belief, ethnicity, age, gender, gender identity, disability, sexual orientation, marital or pregnancy status.

Please see the advert on how to apply. Interviews are scheduled to take on Thursday 3rd February 2022.



## MATHS AT BISHOP RAWSTORNE

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The Mathematics Curriculum Area at Bishop Rawstorne is a friendly and welcoming team of committed and outstanding professionals with a huge amount of experience. Progress and attainment are consistently strong and students are a pleasure to work with. The team consists of 10 Mathematics specialists, 3 of whom are part time and 2 of whom are Assistant Headteachers.

We follow a three-year Key Stage 3 that is becoming increasingly mastery-focussed. The Curriculum Leader of Maths is an NCETM Professional Development Lead and Secondary Mastery Specialist and works with local schools on their teaching and learning, whilst a further member of the team is also an NCETM Professional Development Lead. The NCETM is the National Centre for Excellence in the Teaching of Maths, committed to working collaboratively to enhance Maths teaching and thereby raising levels of achievement in Maths, and increasing appreciation of the power and wonder of Maths.

We hugely value CPD and facilitate one hour per week of Maths-specific development, with a current focus on mastery teaching techniques.

The vast majority of homework is set online using Hegarty/Sparx and Mathswatch, utilising a spaced retrieval approach alongside weekly low-stakes quizzes.

Students are set and following a challenging scheme of work, with an aspiration of 80% of the cohort sitting Higher GCSE Mathematics. We offer Further Maths to our most able students, and partake in a number of Mathematics challenges and competitions throughout the year. Parental engagement is very important to us, and we enjoy hosting welcome events for Year 7 parents, independent learning information events across all year groups and a primary challenge competition for local Year 6 students.

This is an excellent opportunity to work in an established and successful team, teaching students who are eager to learn Mathematics. As a leader or aspiring leader, you will have ample opportunities to develop your skills and will be instrumental in guiding our students to even greater success in Mathematics.



## JOB DESCRIPTION

|               |                                      |
|---------------|--------------------------------------|
| JOB ROLE:     | SECOND IN THE FACULTY OF MATHEMATICS |
| SALARY GRADE: | TLR 2B                               |
| REPORTING TO: | CURRICULUM LEADER                    |

### OVERALL RESPONSIBILITIES

- To plan and deliver high quality lessons and schemes, using a variety of approaches, to continually enhance teaching and learning.
- To maintain and build upon the standards achieved in the award for QTS (Secondary) as set out by the Secretary of State.

### GENERAL TEACHING RESPONSIBILITIES

#### Teaching and Learning

1. Manage student learning through effective teaching and learning in accordance with the Curriculum Area's schemes of learning and policies.
2. Ensure continuity, progression for all and cohesion in all teaching.
3. Differentiate lessons and activities to accommodate all students' needs, and ensure equal opportunity for all students.
4. Set homework regularly, (in accordance with the school's homework policy), to consolidate and extend learning and encourage students to take responsibility for their own learning.
5. Work with support staff (including prior discussion and joint planning) in order to benefit from their specialist knowledge and to maximise their effectiveness within lessons.
6. Work effectively as a member of the Curriculum Area team to improve the quality of teaching and learning.
7. Set high expectations for all students, to deepen their knowledge and understanding and to maximise their achievement.
8. Use positive management of behaviour in an environment of mutual respect which allows students to feel safe and secure and promotes their self-esteem.
9. Support others in their mental health, work-life balance and overall well-being.

#### Monitoring, Assessment, Recording, Reporting, and Accountability

1. Be immediately responsible for the processes of identification, assessment, recording and reporting for the students in their charge.
2. Contribute towards the implementation of any plans for students with additional needs, as detailed in the current Code of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets.
3. Assess students' work systematically and use the results to inform future planning, teaching and curricular development.
4. Be familiar with statutory assessment and reporting procedures and prepare and present informative, helpful and accurate reports to parents.
5. Keep an accurate register of students for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the school policy.

## Subject Knowledge and Understanding

1. Have a thorough and up-to-date knowledge and understanding of the National Curriculum programmes of study and specifications for examination courses.
2. Keep up-to-date with research, teaching strategies and developments in pedagogy in the subject area.
3. Have knowledge of National Curriculum developments in Mathematics at KS3.
4. Have knowledge of GCSE developments.
5. Have knowledge of using and applying Mathematics to encourage the development of higher order thinking skills
6. Have knowledge and experience of effective intervention strategies

## Professional Standards and Development

1. Act as a Form Tutor and be the first point of contact for parents.
2. Be a role model to students through personal presentation and professional conduct.
3. Arrive in class, at or before the start of the lesson, and begin and end lessons on time.
4. Be familiar with the school and Curriculum Area handbooks and support all the school's policies, e.g. those on Health and Safety, Citizenship, Literacy, Numeracy and ICT.
5. Establish effective working relationships with professional colleagues and associate staff.
6. Be involved in extra-curricular activities such as making a contribution to after-school clubs and visits.
7. Maintain a working knowledge and understanding of teachers' professional duties as set out in the current School Teachers' Pay and Conditions document, and teachers' legal liabilities and responsibilities relating to all current legislation, including the role of the education service in protecting children.
8. Liaise effectively with parent/carers and with other agencies with responsibility for students' education and welfare
9. Be aware of the role of the Governing Body of the school and support it in performing its duties.
10. Be familiar with and implement the relevant requirements of the current SEN Code of Practice, DDA and Access to Work.
11. Consider the needs of all students within lessons (and implement specialist advice) especially of those who:
  - have SEN
  - are disadvantaged or vulnerable

## Safeguarding

1. To adhere to the school's safeguarding policies and procedures and undergo safeguarding training.
2. To review the current 'Keeping Children Safe in Education' guidance and undertake regular refresher training for safeguarding.

## Health and Safety

1. Be willing to undergo Basic First Aid training and update courses as appropriate.
2. Support the Curriculum Leader with the implementation and operation of the School's Health & Safety policy within the Mathematics department, ensuring that staff and students adhere to it.
3. Be aware of the responsibility for personal Health, Safety and Welfare and that of others who may be affected by your actions or inactions.
4. Co-operate with the employer on all issues to do with Health, Safety & Welfare.

## Data Protection and Data Security

1. To ensure strict confidentiality in all areas of work.
2. To work and process personal and sensitive information in accordance with the Data Protection Act 2018 including the General Data Protection Regulations (GDPR) 2018.
3. To ensure work is conducted in a way that protects the safety and security of information (e.g. strong passwords, reporting breaches, securing paper records, securely disposing of records) in line with all school policies relating to data protection and data security.
4. Undergo relevant induction and refresher training in regard to data protection and data security.

## Continuing Professional Development

All staff are required to take part in the process of Professional Improvement.

1. In conjunction with the line manager, take responsibility for personal professional learning, keeping up-to-date with research and developments in teaching pedagogy and changes in the school curriculum, which may lead to improvements in teaching and learning.
2. Undertake any necessary professional development as identified in the School Improvement Plan taking full advantage of any relevant training and development available.
3. Maintain a professional portfolio of evidence to support the Professional Learning process – evaluating and improving own practice, if appropriate.
4. Contribute to the professional development of colleagues, especially ECTs and ITTs, if appropriate.

N.B: Every subject teacher will be expected to have pastoral responsibilities.

## ADDITIONAL DUTIES FOR THIS ROLE

The following tasks will be negotiated and agreed at the time of appointment and at annual review. These additional tasks are seen as an important part of the school's professional development programme:

To deputise for the Curriculum Leader when required and to carry the following delegated responsibilities:

- To assist the Curriculum Leader in leading in teaching and learning and where possible, supporting and motivating colleagues to deliver more and more outstanding lessons
- Assist the Curriculum Leader in developing a suite of assessments that support the spaced retrieval approach to delivering the curriculum.
- Assist the Curriculum Leader in the development of new resources which support the curriculum at both key stages.
- Assist the Curriculum Leader in developing the intent, implementation and impact of the curriculum at Key Stages 3 and 4.
- Assist the Curriculum Leader in monitoring student progress and implementing targeted intervention strategies.
- The professional improvement of colleagues within the Mathematics Curriculum Area.
- To manage the assessment of student progression alongside the tracking and intervention database.
- To refine, improve and monitor the delivery of numeracy to students in all year groups.
- To engage with stakeholders through the planning and delivery of numeracy sessions to year 7 parents.
- To support the Curriculum leader in their role as a Secondary Master Specialist through contributing to CPD delivery, and ensuring the smooth running of the curriculum area when their Curriculum Leader is out supporting other schools.
- Assisting the Curriculum Leader in maintaining the quality of teaching (and improving) and learning through adherence to whole school QA policies.

To complete any other reasonable task as directed by the Head Teacher.

## STAFF CONDUCT

This is a Church of England Academy. All staff are expected to familiarise themselves with our Christian ethos and ensure it is maintained and wherever possible further developed.

We expect our staff to be positive role models for all students, members of staff and visitors to the school and expect professional conduct based on mutual respect, good manners, politeness and common courtesies.

The school expects staff to wear professional business dress mirroring our high expectations of the student dress code.

## GENERAL NOTES

This job description will be reviewed annually and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks, but sets out the main expectations of the school in relation to the post-holder's professional responsibilities and duties.

Elements of this job description and changes to it may be negotiated at the request of either the Headteacher or the incumbent of the post.

January 2022



# PERSON SPECIFICATION

|                      | ESSENTIAL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | DESIRABLE                                                                                                                                                                                         |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| QUALIFICATIONS       | <p>Qualified Teacher Status as of 22 August 2022.</p> <p>Minimum of 5 GCSEs (A*-C / 9-4) including English and Mathematics, or equivalent.</p> <p>Honours Degree.</p>                                                                                                                                                                                                                                                                                                                    | <p>Honours Degree in Mathematics, or related subject.</p> <p>Leadership training or other National Professional Qualification.</p>                                                                |
| EXPERIENCE           | <p>Outstanding teaching experience of students of all abilities in Mathematics at both KS3 and KS4 level.</p> <p>Keeping up with developments within the curriculum-area at KS3 and KS4 level.</p> <p>Competent in target setting, and measuring and tracking student performance.</p> <p>Ability to monitor, evaluate and review teaching and learning and to have successful strategies in raising achievement where required.</p> <p>Extra-curricular Mathematics at KS3 and KS4.</p> | <p>2+ years leadership/management experience in Mathematics at both KS3 and KS4 level.</p> <p>Experience and evidence of leading, supporting and managing departments in the curriculum area.</p> |
| SKILLS AND QUALITIES | <p>The ability to organise, plan and prioritise workload effectively.</p> <p>Reliable and conscientious with the desire and ability to learn new skills.</p> <p>High expectations for all students.</p> <p>An enthusiastic, caring and supportive team player.</p> <p>Flexibility, adaptability and creativity.</p>                                                                                                                                                                      | <p>Effective use of Microsoft Teams and integration of ICT into course content where applicable.</p>                                                                                              |
| COMMITMENT           | <p>To the mission statement and aims of a serving Christian school.</p> <p>To the safeguarding of all students and staff.</p> <p>To support the development of Mathematics as a driver in school improvement and to raise the standards and outcomes in teaching and learning.</p> <p>To support the effective leadership and management of the Mathematics curriculum area.</p> <p>To school INSET days and CPD.</p>                                                                    |                                                                                                                                                                                                   |

Evidence will be gathered throughout the application and interview process and on receipt of references.