



# Teacher of Mathematics

## Application Pack



**Archway School**

Paganhill  
Stroud  
Gloucestershire GL5 4AX

[www.archwayschool.net](http://www.archwayschool.net)

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www.archwayschool.net  
Headteacher: Kieron Smith



January 2022

Dear Candidate

Thank you for taking the time to download and read this application pack.

I am delighted that you are considering applying for a position at Archway School. Our school is situated in the heart of Stroud, Gloucestershire, which was named the UK's best place to live in the Sunday Times 2021 listing. At Archway School you will find a forward thinking and fully supportive team of staff who are passionate about improving the opportunities for all students.

We would be delighted to receive your application.

Yours faithfully



Kieron Smith  
**Headteacher**



## **Archway School and its Surrounding Area**

Archway is a maintained, co-educational comprehensive school for students aged between 11 and 18 years old. We currently have 919 students on the roll, of whom 133 are in Sixth Form.

### **Our Current Situation**

Since the most recent Ofsted report (2018) Archway has made significant progress in a number of areas. Increased expectations with the Disruption Free Learning policy, creating an engaging inclusive Curriculum and making the development of Teaching and Learning a focus throughout.

The outcomes for students have reflected the improvement the school has made over the last few years. Progress 8 figures continue to be on a steady upward curve and our Sixth Form has consistently shown value added.

The Maths Department currently consists of six full-time Mathematics teachers who work closely together to plan and co-ordinate courses. There are 7 classrooms all situated in the same area of the school. The Department is well resourced in terms of equipment. Each Maths classroom has a ceiling mounted projector, interactive whiteboard and PC. A wide range of textbooks are available at all Key Stages. There are many opportunities for further professional development. We are supported in the department by a Maths Teaching Assistant.

### Key Stage 3

Students are taught in mixed ability groups for their first few weeks and are then set in the first half term. These sets are reviewed regularly using test data and progress in lessons as a basis for discussion. We use a variety of resources and teaching techniques to deliver our mastery curriculum. We follow the White Rose Scheme of Learning.

### Key Stage 4

Currently students in Key Stage 4 study the AQA linear qualification.

### Key Stage 5

A Level Mathematics is a popular choice in the sixth form. There may be the opportunity to teach A-level for a successful suitably qualified candidate. Students follow the Edexcel A-Level Maths course. Some Year 12 students resit GCSE if necessary.

### Teaching and Learning

At all Key Stages we try to ensure that Maths is taught in a lively and interesting way and that students enjoy the subject. As a department, we are working on activities and questions to promote independence and an excellent forward thinking mathematical education. Revision and support sessions run after school for those preparing for external exams.

The successful applicant will be expected to teach across the ability range. There are programmes of study for each year group. Curriculum development is shared and data stored centrally. The team benefits from much experience and therefore a successful candidate can be sure of much support.

We are also looking for a colleague who can contribute to the wider life of the school.

### **Other Secondary Provision**

Within the Stroud area there are two other 11-16 comprehensives, Sir Thomas Keble and Maidenhill School, and we also have two selective grammar schools, Stroud High School and Marling. There is also a private school, Wycliffe College, and a UTC at Berkeley which offers places to students in years 10-13. Each of the grammar schools has a co-educational Sixth Form with other post-16 provision offered at SGS College in Stroud and Cirencester Sixth Form College.

### **The Stroud Area**

Stroud is a market town situated in the centre of Gloucestershire, deep within beautiful limestone valleys and amongst the glorious scenery of the Cotswolds Area of Outstanding Natural Beauty. It has good transport links with direct train services to London and easy access to both the M5 and M4 motorways.

Stroud is well known for its vibrant mix of artists and crafts people as well as the multi-award-winning Stroud Farmers' Market. Throughout the year there are arts festivals, craft trails and workshops. The area has some major employers, particularly in the field of engineering including Renishaw, Delphi and Schlumberger as well as the energy company Ecotricity. The nearby city of Gloucester and Cheltenham also offer a range of employment opportunities.

Stroud offers excellent walking for all abilities and a stroll along the Cotswolds Canals that run through the heart of our town is a fascinating journey along a secret corridor of wildlife and history.

## Job Description for Teacher of Mathematics



### Duties

The duties outlined in this job description are in addition to those covered by the latest School Teachers' Pay and Conditions Document and all relevant Teachers' Standards. It may be modified by the Headteacher, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. This role has a teaching commitment.

The post holder will be expected to:

### Teaching and learning

1. Ensure effective teaching of all age groups and abilities, including the setting and marking of work. To contribute to the teaching of one A-level course would be an advantage.
2. Use teaching methods which keep students engaged including effective questioning, clear presentation and good use of resources.
3. Differentiate effectively to progress the learning of different ability groups.
4. Identify clear learning outcomes, targets, content, lesson structures appropriate to the subject matter and the students being taught.
5. Mark, grade and give written/verbal feedback as required.
6. Assess, record and report on the development, progress and achievement of students and to keep such records as are required.
7. Participate in the preparation of students for external examinations, assessing students, recording and reporting on assessments.
8. Facilitate and encourage a learning experience which provides students with the opportunity to achieve their individual potential and to provide opportunities for personal and academic growth.
9. Contribute to raising standards of student achievement.
10. Communicate effectively with parents/carers of students as appropriate.
11. Participate in meetings at the school which relate to the curriculum or the administration or organisation of the school, including pastoral arrangements.

### Recording and assessment

1. Set targets for raising achievement among students by detailed marking and assessment
2. Collect and interpret specialist assessment data

### Standards and quality assurance

1. Support the aims and ethos of the school
2. Keep abreast of and apply procedures regarding the safeguarding of children
3. Set a good example in terms of dress, punctuality and attendance
4. Take responsibility for their own professional development and to keep up to date with research and developments in pedagogy and in the subjects they teach.
5. Attend and participate in open evenings and other school activities
6. Uphold the school's Disruption Free Learning system
7. Participate in staff training
8. Attend team and staff meetings
9. Evaluate their own teaching critically and use this to improve their effectiveness.
10. Establish effective working relationships with professional colleagues.

### Other duties and responsibilities

Other duties that the Headteacher may from time to time ask the post holder to perform.

## Person Specification for Teacher of Mathematics



Skills/abilities	Essential	Desirable
Appropriate experience of teaching classes across the age and ability range	✓	
Ability to communicate clearly and effectively with students, parents and staff, and in a range of formats	✓	
Good listener, courteous, tactful. Relates well to young people	✓	
Ability to foster a positive ethos. Willingness to contribute to the wider aspects of school life.	✓	
Ability to motivate and build good relationships with young people and to promote good order and discipline among students. Commitment to care and welfare of students	✓	
Enthusiastic and committed to the enhancement of students' life chances	✓	
Experience of teaching this subject KS3 and KS4	✓	
Ability to teach Mathematics to KS5		✓
Evidence of previous experience in creating a positive ethos		✓
Evidence of promoting learning within a productive, disciplined and caring learning environment		✓
Is familiar with strategies to promote inclusion, achievement and attainment		✓

Knowledge	Essential	Desirable
Knowledge of current curricular issues	✓	
Commitment to the process of self-evaluation, including school development planning	✓	
Wider knowledge of current educational issues		✓
Ability to use technology to enhance teaching and learning		✓

Qualifications/education/training	Essential	Desirable
QTS as required by the Teaching Agency	✓	
Good Honours degree in Mathematics or closely related subject	✓	

Other requirements	Essential	Desirable
Willingness to be involved in current development and to contribute to discussion of same	✓	
Willingness to contribute to extra-curricular activities in the department	✓	
Evidence of involvement in departmental/whole school developments		✓
Evidence of involvement in departmental extra –curricular activities		✓

## **Application Process**

**All applicants are strongly advised to read the job description and person specification for the post prior to submitting their application.**

### **TO APPLY:**

All applicants should submit the following 2 documents via email to [vacancies@archwayschool.net](mailto:vacancies@archwayschool.net) by no later than midnight on the closing date of **Sunday 23<sup>rd</sup> January 2022**. Please do NOT send in CVs or other supporting documents, as these are not accepted and will not be considered. Applications must be submitted in either Word or PDF format.

#### **1. Completed Application Form**

Applicants must complete our school application form.

This is available by visiting our school website [www.archwayschool.net](http://www.archwayschool.net) and clicking the “staff & governance” tab, then “vacancies” link. Please then click on the Teacher of Mathematics vacancy link, which will take applicants to eTeach. Applicants can then click the “apply” button to create an account with eTeach and access the application form.

#### **2. Formal Letter of Application**

A formal letter of application should also be submitted. This should be no more than two sides of A4 (size 10 - 12 font).

Please explain why you are applying for the position and how your experience, personal qualities and skills help to make you a suitable candidate. It is essential that you provide us with details that demonstrate how you meet the criteria for knowledge and experience, technical skills and personal/behavioural attributes on the person specification. You must demonstrate you meet all the essential criteria on the person specification as a minimum. This will help us decide whether to invite you to the next stage of the selection process.

### **Selection Process**

- All applications will be acknowledged by email. If you do not receive an acknowledgment, please contact the Headteacher’s PA, Jayne Thorley, on 01453 763242.
- Applications will be ranked against the person specification for the role.
- Applicants who have been shortlisted for the post will be notified during the week beginning 24<sup>th</sup> January 2022.
- Prior to the interview date referees will be contacted to request references on all shortlisted candidates.
- Please note we are unable to provide feedback to applicants who are not shortlisted for interview.

### **Further Information**

Applicants who require further information should contact the Headteacher’s PA, Jayne Thorley, on 01453 763242 or via email at [vacancies@archwayschool.net](mailto:vacancies@archwayschool.net)

