

Teacher of Maths – Job Description

Main Purpose of the Role:

To ensure all students receive an excellent education through the delivery of high-quality teaching.

Organisational relationships:

- Responsible to Head of Faculty
- Liaising with a variety of stakeholders

Professional Responsibilities:

- Maintain a minimum level of professional conduct as set out in the Teachers' Standards in terms of high expectations, promoting good progress, demonstrating good subject/curriculum knowledge, planning and teaching well-structured lessons, adapting teaching, making accurate and productive use of assessment, managing behaviour effectively and wider professional behaviours.
- Work effectively and in a professional manner with all staff, and colleagues from external agencies.
- Participate in the annual performance development cycle.
- Participate in and contribute to professional development activities as directed by the Head of Faculty, or the Senior Leadership Team
- Complete any necessary accreditation or induction required for achieving or maintaining professional standing, including (where relevant) participation in the early-career framework.
- Participate in and contribute to meetings, quality assurance processes and evaluations (both internal and external) as directed by the Head of Faculty, or Senior Leadership Team.
- Participate in appropriate events in the calendar outside academy hours such as parent and information events.
- Have excellent punctuality, meet all deadlines and complete tasks to a high level of accuracy.
- Comply with all relevant Health and Safety policies and procedures.
- Offer active support for the Academy's ethos, policies and procedures.

Pastoral Responsibilities:

- Report all safeguarding concerns to the Designated Safeguarding Lead as soon as possible and contribute to a culture at the academy which prioritises the safety and welfare of children.
- Follow procedures and strategies in the academy which promote excellent student attendance, punctuality and behaviour within and beyond the classroom, as set out in Academy procedures and policies.
- Supervise student behaviour and conduct outside of the classroom as directed by the Senior Leadership Team.
- Be a form tutor who ensures requirements for worship are met and who teaches the designated tutor time curriculum, and contributes to other curriculums as required (eg PSHE, Foundation Learning)
- Play a full part in the life of the Academy, including participation in enrichment activities as directed by the Head of Faculty or Senior Leadership Team

Commented [KK1]: Not sure if the Form Tuors teach a specific program - please advise.

Academic Responsibilities:

- Teach the curriculum as set out by the Head of Faculty, including preparing students for examination in appropriate qualifications.
- Participate in collaborative planning and resourcing within the Faculty.
- Teach timetabled lessons and any necessary additional lessons for intervention, revision or to support the transition of students into the next stage of their education as directed by the Head of Faculty.
- Set and check the completion of homework as directed by the Head of Faculty, making use of whole-school systems and policies.
- Ensure that work by students is completed to a high standard and presented in the form directed by the Head of Faculty.
- Contribute to ongoing discussions about subject knowledge and teaching approaches and to adopt any teaching approaches agreed within the department.
- Adapt the curriculum, teaching methods and resources for students who have a SEND or EAL, as guided by the Head of Faculty and other leaders.
- Assess student progress using a range of appropriate strategies and use this information to evaluate curriculum planning, teaching approaches and resources.
- Provide reports for parents and, where necessary, write references for students to support access to the next stage of their education.

Working Time:

The job description allocates responsibilities and duties but does not allocate the particular amount of time to be spent carrying them out and no part of it can be so constructed. In allocating time to the performance of responsibilities and duties, the post holder must be directed in accordance with the School Teachers' Pay and Conditions Document, the Academy's policies and procedures and the Academy's plan on the use of time.

Employee Commitments:

- The vision, values and key principles of the Academy.
- Equality, Diversity and Inclusion.
- Support students to achieve their potential.
- Improve standards of education.

Performance Development:

Participation in the Academy's arrangements for performance development, professional development and the Academy's arrangements for quality assurance and internal verification.

Other:

All staff are part of the whole Academy team. All staff are required to support the values and ethos of our Academy and Academy priorities. This will mean focusing on the needs of colleagues, parents and students and being flexible in a demanding environment.