



Location: Tupton Hall School, Station New Road, Old Tupton, Chesterfield S42 6LG

Hours: 1 FTE, Permanent

Salary: Main / Upper Pay Scale + TLR2C

Responsible to: Head of Mathematics Faculty

Job Purpose: To teach in the Maths Faculty and to contribute to the development of appropriate teaching programmes, resources and assessment methods within the Faculty Area. To share the responsibility for the leadership, co-ordination, management and development of the Maths Faculty, its staff and students within the school

Main duties & responsibilities:

A teaching programme which may cover Years 7 – 13 and could include the following groups:

Years 7 – 9	Maths including delivery to Foundation Learning Groups
Years 10 – 11	GCSE Mathematics, and possibly GCSE Statistics or Entry Level
Years 12 – 13	A Level Mathematics and Further Mathematics

- A teaching programme which could include subject areas in which qualifications and training have been received.
- To take an appropriate share of managerial responsibility within the Maths Faculty including, but not exclusively: coordinating the development of SOWs, leading assessment approaches, setting internal examinations, setting of work for absent colleagues, quality assurance processes etc.
- To participate in and/or organise, out of classroom activities (both on-site and off-site) considered to be an essential part of the curriculum; e.g. intervention activities and maths enrichment activities
- To assume a range of responsibilities consistent with the generic post of Key Stage Leader. Currently they are:
With support from the Maths Head of Faculty, the successful applicant will have the following duties and responsibilities:

LEADERSHIP and management

- To support and assist the Head of Faculty in providing professional leadership and management for the Maths Faculty area to secure high quality teaching, effective use of resources and improved standards of learning. To assist the Head of Faculty in providing professional management in the development, co-ordination and delivery of the programme of Faculty activities across assigned Key Stage in the school.
- To contribute to the well-being and development of the school by supervision of students, guidance of teachers and student teachers, and advice to the Head of Maths.
- To support and assist the Head of Maths in providing leadership for a team of teachers.
- To contribute to the construction and implementation of the Maths Faculty Improvement Plan.
- To support subject teachers in their work with students, including management of student engagement at Key Stage 3, 4 or 5.
- To support and assist the Head of Maths Faculty in organising, chairing and contributing to regular Maths Faculty meetings.
- To represent the Faculty (when appropriate) at meetings within the school.
- To ensure effective communication, both verbally and in written form.

TEACHING AND LEARNING

- To support and assist the Maths Head of Faculty in securing and sustaining effective teaching of the subjects within the Maths Faculty area, evaluate the quality of teaching and standards of students' achievements and set targets for improvement.
- To support and assist the Maths Head of Faculty in the development and evaluation of the Faculty area's work programme(s), its day-to-day operation and its evolution in response to national, Trust and school initiatives.
- To support and assist the Maths Head of Faculty in the establishment and improvement of standards of learning and teaching across the curriculum area through the development of appropriate classroom management techniques and teaching methods to implement the curriculum.
- To share in and contribute to general Faculty development and timetable planning, construction and evaluation as appropriate.
- To support and assist the Faculty Manager in establishing, developing and monitoring homework procedures within the faculty area and ensuring procedures are being implemented.
- To encourage and maintain cross curricular links both within the Maths curriculum area and with other curriculum areas as appropriate.
- To develop and provide appropriate resources for use by supply/cover staff.

STUDENT PROGRESS AND SUPPORT

- To support and assist the Maths Head of Faculty in providing leadership within the Faculty area in the monitoring of and support for student progress throughout the year.
- To participate in the school's student target setting process and to support and assist the Maths Head of Faculty in the management of that process within the faculty area.
- To support and assist the Maths Head of Faculty in establishing and maintaining standards of student welfare and discipline within the Maths Faculty area and to support and guide students.
- To support and assist the Maths Head of Faculty in maintaining appropriate student records and individual files within the Faculty area.
- To support and assist the Maths Head of Faculty in directing the preparation of reports and references (within the Faculty) as appropriate, ensuring external requests for such reports/references are met.
- To support and assist the Faculty Manager in the appropriate use of student information within the Faculty area.
- To promote the positive Rewards System and to celebrate achievement.

STAFF DEVELOPMENT AND MANAGEMENT

- To support and assist the Maths Head of Faculty in providing to all those with involvement in the teaching or support of the subjects within the Maths Faculty area, the support, challenge, information and development necessary to sustain motivation and secure improvement in teaching.
- To support the process used in school for Early Career Teachers and Initial Teacher Training.
- To manage and participate in the appropriate stages of the appraisal process within school
- To encourage team members to keep abreast of recent developments.
- To assist in staff development, including effective delegation and take an active role in the delivery of appropriate training.

ADMINISTRATION AND RESOURCE DEPLOYMENT

- To support and assist the Maths Head of Faculty in identifying appropriate resources for the subjects within the Maths Faculty area and ensure that they are used efficiently, effectively and safely.

LIAISON

- To ensure effective implementation of school policies by team members and by visiting student teachers.
- To liaise closely with other teachers with Faculty responsibility and Pastoral Managers (and other institutions) to ensure both a consistent curriculum approach throughout the school and a smooth transfer of students through the Key Stages and beyond.
- To be closely involved in liaison with outside agencies in conjunction with the appropriate Faculty Manager.
- To arrange contacts with parents and when necessary, ensure that appropriate meetings are held with parents in order to acquaint them with school policy, or to discuss the welfare and progress of their child.

January 2025



	Essential	Desirable
Qualifications	QTS Degree level qualification in Mathematics	Good Honours Degree
Teaching	Able to teach full range of ability 11-16 /18 (if possible) Able to support teaching in other areas within the Faculty Able to create an excellent climate for learning within teaching area Able to use a range of strategies to promote learning Able to manage and encourage good behaviour Able to develop positive and meaningful relationships with students Able to make appropriate use of ICT for learning Understanding of how to use data to inform planning and improve pupils' performance Understanding of a range of assessment for learning approaches, including grades where appropriate Able to communicate with pupils, parents and carers about pupil's progress	Able to develop best practice through wide range of imaginative approaches Participation/development of extra-curricular activities Engaged with developments in teaching and learning strategies to raise achievement

Personal Qualities	Enthusiasm Team-working skills Reliability and Integrity Personal Organisation Flexibility Engagement in own continuous professional development	Strategic Planning Motivational skills
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