Job Description

Role: Secondary Teacher of Mathematics (Full Time or Part Time considered)
Grade: MPS/UPS (Inner London) TLR possible for the right candidate
Reporting to: Team Leader Mathematics (Secondary)
Responsible for: Progress of pupils

Purpose of Post

- To be an effective and reflective classroom teacher able to demonstrate and share good practice.
- To plan and prepare lessons with regard to individual need, with reference to school policies, national requirements and local policies.
- To contribute to the development of an exciting secondary curriculum to fully engage pupils in the learning of Mathematics in order to secure outstanding progress for every child.
- To support the governors and leadership team in attaining aims and objectives of the school improvement plan in order to secure the best outcomes for pupils.

The duties outlined in this job description are in addition to those covered by the most recent School Teachers' Pay and Conditions Document.

Main Duties

Teacher's duties
To work in collaboration with all staff to:

- promote the general progress and well-being of individual pupils through ensuring the maintenance of good order and discipline among all pupils and safeguard their Health and Safety, both on school premises and when they are engaged in authorised activities elsewhere;
- plan engaging lessons and home learning according to the educational needs, abilities and achievement of individual pupils which develop a culture of enquiry and dialogue within a knowledge-based curriculum;
- assess, record and report on the progress, attainment, attendance and behaviour of pupils;
- ensure teaching builds on the success of the primary phase, working with primary teachers both inside and outside the classroom;
- promote high standards of learning, teaching and pupils achievement and progression through active engagement in and contribution to the schools' CPD program;
- work with the Senior Leadership Team and SENDCo, ensuring that the needs of all children are met;
- fully engage with the school's pastoral system within lessons and as a form tutor;
- create and promote positive strategies for challenging all forms of prejudice and harassment and promoting British values.

Assist in;

- delivering an exciting, cohesive and integrated curriculum that bridges the gap between KS2 and KS3, eliminates transition regression and ensures continued relevance to the needs of the
- pupils and the school's values;
- developing the KS4/5 curriculum, instilling a love of Mathematics and ensuring sustained and accelerated progress in order to best prepare pupils for the demands of the examining and awarding bodies;

Other Duties

Developing Self and Working with Others
Show commitment to a research led pedagogy which promotes and directs high standards of learning, teaching and pupil achievement and progression through:

- promoting high standards of professional performance, modelling excellent teaching, and supporting colleagues' professional development;
- identifying and securing own and team members training needs in line with school's appraisal processes; active engagement in and contribution to the Continuing Professional Development of all staff.
- attending training sessions and meetings as required;
- keeping up to date with developments and changes in legislation and guidance, and to seek, consider, and act upon professional support and advice as required.

Strengthening Community

- to develop and promote the services of the school to meet the needs of the community;
- support and enable colleagues to flourish and develop in their roles, engendering a cohesive and cooperative approach to best support the ethos and values of the school;
- support and encourage the school's ethos, its objectives, policies and procedures.

Contribute to:

- ensuring regular and effective communication with parents, governors and other key stakeholders in supporting and improving pupils' achievement and personal development;
- developing the school's partnerships with parents, the local community, businesses, other organisations and schools, to enhance and enrich the school and its values to the wider community;
- building a school culture and curriculum that takes account of the richness and diversity of the school's communities;
- promoting the concept of lifelong learning and family engagement with learning through partnership.

Safeguarding and Promoting the Welfare of Children

- to support the Senior Leadership team, to ensure a safe and supportive culture in the school;
- to support the Senior Leadership team, to ensure the welfare of children is safeguarded and promoted in line with current best practice and LA advice.

The main duties and responsibilities indicated are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment). Other duties of an appropriate level and nature may also be required, as directed by the Executive Headteacher and Heads of Schools (Secondary and Primary). Please note that the post holder may be required to work outside of normal school working hours for school events, meetings and emergencies. The job description will be reviewed annually in the light of those changing requirements and in consultation with the post holder and Executive Headteacher.

Data Protection

When working with computerised systems to be completely aware of responsibilities at all times under the Data Protection Act 2018 for the security, accuracy, and significance of personal data held on such systems. Be mindful of how data is handled and seek consent and guidance from line managers or designated leads before sharing or storing confidential information.

Equal Opportunities

Actively support the School and Borough Equality Policies. To take responsibility, appropriate to the post for tackling racism and discrimination of any kind, promoting good race, ethnic and community relations.

Health and Safety

Employees are required to work in compliance with the school's health & safety policies and under the Health & Safety at Work Act, ensuring the safety of all parties they come into contact in premises or sites controlled by the school.

Safeguarding

The school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Enhanced disclosure from the Disclosure & Barring Service is essential.

Person Specification

The person specification below outlines the key knowledge, experience, skills and qualities required for this position. Candidates will be expected to demonstrate knowledge and understanding of each area and to show evidence of having applied (or an awareness of how to apply) this knowledge and understanding in the school context. The selection panel will assess each candidate against the essential criteria listed (bold text). Where the specification is assessed through the application form (see ticks below) shortlisted candidates will be selected entirely on the extent to which they meet this specification.

Qualifications & Experience	**1. Qualified Teacher Status** **2. Evidence of further professional development.** **3. Competent in the use of ICT.** **4. A relevant subject degree for this post** **5.** Desire to enhance and develop skills and knowledge through CPD. **6**. Experience of teaching KS5
Experience & Skills	**1. Proven successful teaching through the achievement of excellent pupil progress.** **2. Able to contribute to the professional development of staff to secure high-quality teaching, effective use of resources and improved standards of learning and achievement for all pupils across the school.** **3. Able to analyse data to monitor progress towards challenging targets.** **4. Knowledge of current educational issues beyond current school.** **5. Able to teach across all key stages, building on the success of the primary phase by working closely with primary teachers both inside and outside the classroom.** **6. Able and willing to teach and support in other areas of the curriculum.** **7. Experience of the use of high-quality teaching to ensure the effective inclusion of all pupils in a mixed ability setting.** **8.** Experience of using coaching and/or mentoring to improve the performance of others. **9.** Experience of successful leadership skills or evidence of developing leadership skills at a school within a multicultural community. **10.**Knowledge of relevant developments and innovations in the use of ICT as a tool to support teaching and learning.
*Personal Qualities	**1. Able to show initiative and prioritise one's own work and that of others even when under pressure** **2. Punctual and conscientious** **3. Able to follow direction and work in collaboration with Executive Headteacher and Heads of Schools** **4. A commitment to the school's visions, values and ethos.** **5. Able to develop good personal relationships within a team; contributing to high staff morale through the enthusiasm, drive and determination to inspire others and achieve the highest standards.** **6. A personable nature to build effective relationships with parents and all members of the school community.** **7. Able to communicate effectively (written and verbal) to a variety of audiences.** **8. A positive, solution-focussed mindset and determined "no-excuses" approach to raising standards** **9. A lively, creative and good-humoured approach to all aspects of teaching and learning, management and leadership.** **10.A commitment to the highest standards of child protection and safeguarding.** **11.Recognition of the importance of personal responsibility for health and safety Standards.**

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me (to be signed if appointed).

Print name:_____ Sign:_____ Date:_____