COCKBURN JOHN CHARLES ACADEMY

COCKBURN SCHOOL
Specialist status in the Performing Arts

COCKBURN LAURENCE CALVERT ACADEMY



M. P. S.

Working in the spirit of partnership

COCKBURN MULTI-ACADEMY TRUST
TRANSFORMATION TO EXCELLENCE

COCKBURN HAIGH ROAD ACADEMY

Recruitment Booklet

Teacher of Maths

Teacher of Maths

We are a thriving Trust in South Leeds with 5 current schools, 3,193 children and 456 staff. We are preparing for further growth and are seeking a Teacher of Maths to join our team at this exciting time.

Post: **Teacher of Maths**
Required: **September 2023**
Pay scale and salary: **MPS/UPS**
Contract Type: **Permanent**
Hours of work: **32.5 hours per week**

We invite applications from innovative, resilient, creative and motivated Maths teachers who can play a key role in our Maths department and are seeking to work in a forward-thinking school with the prospect of developing further through an excellent programme of CPD.

Do you have the following qualities?

- Are you a good or outstanding teacher or on course to be a good or outstanding Maths teacher?
- Are you committed to working with staff and students to help them achieve their potential?
- Have you an uncompromising belief that all children deserve an outstanding education?
- Could you make a significant impact in raising attainment through highly effective teaching?
- Have you experience of teaching Key Stage 3 & 4 Maths to all abilities?

If you think you have the passion, energy and drive to help us to move to the next stage in our development, we look forward to hearing from you.

You can apply online here: www.cockburnschool.org/vacancies

The closing date for applications is 9:00am on Monday 16th January 2023.

The school is committed to safeguarding the welfare of children, and applicants will be subject to full employment checks, including an enhanced DBS disclosure.

This post expects the successful candidate to safeguard the welfare of CYP and uphold your professional responsibility.

This role is based in the UK. Employment is conditional on confirmation of the right to work in the UK-either as a UK or Irish citizen, under the EU Settlement scheme or having secured any other relevant work visa. If you do not have the right to work in the UK, please consider carefully whether you meet the eligibility to apply.

Contents

- Introduction from the Executive Headteacher
- Wellbeing Charter
- Job Description
- Person Specification
- Flow Chart – Caution and Conviction

Introduction from the Executive Headteacher

Thank you for your interest in the post of Teacher of Maths. It is an exciting time to join Cockburn Multi-academy Trust as we continue to grow and develop. We have an excellent reputation in Leeds and beyond and are in a privileged position to be able to give considerable support to an increasing number of schools within the city of Leeds and across the region. As a National Leader of Education, I am keen to develop leaders for the future and Cockburn School's status as a National Support School ensures that there are increasing opportunities for both professional and career development for staff.

Our vision is an exciting, innovative and challenging one that will be at the heart of our schools, to create opportunities within and beyond the curriculum to enable each student to become confident, independent and successful citizens in modern Britain. In order to deliver our vision, we are looking to appoint colleagues who are dedicated and passionate about working with young people of all abilities and all backgrounds, you will be a reflective practitioner who not only shares our enthusiasm, aspirations and commitment but will make a difference, it is on these qualities that Cockburn MAT will continue to flourish.

I know that there is something unique about the schools in our MAT. Whilst they are at different stages of their journey of 'Transformation to Excellence' it is without doubt, the incredible staff teams that make the difference. We were very proud that Cockburn School was judged by Ofsted in February 2022 as Outstanding in all areas which is an excellent achievement. There are two other successful secondary schools within the Cockburn MAT, Cockburn John Charles Academy which became a Cockburn MAT school in 2017 and our free school, Cockburn Laurence Calvert Academy that opened in 2021. We also have two primary schools, Middleton primary and Cockburn Haigh Road Academy.

As Executive Headteacher, I am fortunate to work alongside such dedicated teams that are relentless in their determination to secure the very best outcomes for the young people. That is why we would rather make no appointment than appoint someone who is not committed to our journey of 'Transformation to Excellence'. For this reason, we try to articulate clearly our Vision, Values and Expectations when putting together information for applicants and we always give a lot of attention to appointing the right person.

We are looking to recruit a dynamic and inspirational member of staff to join and contribute to the continued development, growth and success of Cockburn MAT. We are looking for someone who:

- Is excited by their role and have the opportunity to work with young people from all different backgrounds and even those that are less-motivated and need that extra support and challenge to ensure they succeed
- Is eager to continually develop their own skills and grow as part of the Trust
- Knows that working in a school such as ours will be demanding but is able to be a part of the team and rise to the challenges, within a supportive environment and school team
- Works within the positive and caring ethos of our school and willing to go that 'extra mile' in order to get the very best from our students
- Makes the most of opportunities throughout the school day to get to know our students – as we all know the building of personal relationships is the starting point for key to success for all of us
- Has a positive approach to behaviour management – has a restorative approach to solving problems with students and the wider school community

This is a Trust with schools full of exciting challenges and often needs 110% commitment – but if you have this, then you will be working within a part of an exciting and committed team that challenges and supports each other to get the best for our students and each other!

Yours faithfully,



Mr D Gurney
Executive Headteacher

COCKBURN JOHN CHARLES ACADEMY

COCKBURN SCHOOL
Specialist status in the Performing Arts

COCKBURN LAURENCE CALVERT ACADEMY

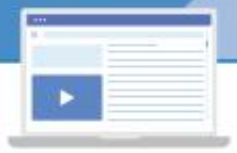
Your wellbeing matters. We have signed up to the Education Staff Wellbeing Charter to:



Prioritise staff mental health



Give staff the support they need to take responsibility for their own and others' wellbeing



Give managers access to the tools and resources they need to support the wellbeing of those they line manage



Establish a clear communications policy



Give staff a voice in decision-making



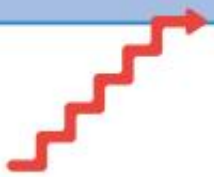
Drive down unnecessary workload



Champion and enable flexible working



Create a good behaviour culture



Support staff to progress in their careers



Include a sub-strategy for protecting leader wellbeing and mental health



Hold ourselves accountable, including by measuring staff wellbeing

Education Staff Wellbeing Charter
For more information: www.gov.uk/dfe

Department for Education

M. P. S.

COCKBURN MULTI-ACADEMY TRUST
TRANSFORMATION TO EXCELLENCE

COCKBURN HAIGH ROAD ACADEMY

Job Description

Job Title: Teacher of Maths

Accountable to: Subject Leader of Maths

Main Duties:

- carry out the duties of a school teacher, as set out in the current Schoolteachers' Pay and Conditions Document
- promote the vision, values and expectations of the school
- secure high quality student outcomes within the Maths Department
- maintain good standards of planning, preparation and assessment
- ensure that personal standards of teaching are consistently high
- play a full and active role within the subject area
- comply with all whole school policies and procedures

Curriculum provision and development

- contribute to curriculum development within the department
- produce schemes of work, as appropriate
- keep up to date with developments in the subject (including research/inspection findings); classroom management and pedagogy to encourage good practice
- liaise with the Subject Leader of Maths regarding links with relevant examination and validating bodies

Raising standards

- make full use of assessment data to produce personal student targets and ensure
- these are reviewed on a regular basis
- contribute to the subject area's programme of enrichment activities (e.g. booster
- classes; visits; special events)
- contribute to the establishment of common standards of good practice and to the development of effective teaching and learning within the subject area
- comply with the whole school assessment and reporting procedure

Communications

- represent the department within school as agreed with the Subject Leader of Maths
- ensure reports to parent/carers are produced to a high standard and meet the agreed timescales
- ensure effective communication as appropriate with parents/carers and relevant external bodies

Personnel

- participate fully in Performance Management and to act as appraiser if necessary for identified staff within the subject area in line with school policy
- ensure the effective and efficient deployment of classroom support
- participate in the school's ITT programme

Promotion

- contribute to departmental and school promotional activities and events
- contribute to the development of effective subject links with partner schools and the wider community

Management of resources

- manage the physical resources within the designated area, as agreed with the line manager

Pastoral responsibilities

- act as Form Tutor and carry out the duties associated with the role including supporting the school in meeting its legal requirements for collective worship

Health and Safety

- carry out his/her duties with full regard to the school's Health and Safety procedures

Additional duties

- contribute to the life of Cockburn Multi-academy Trust, and to support its Values, Expectations and policies
- actively engage in Performance Management and Continuing Professional Development activities
- undertake any other duties as required by the Executive Headteacher or Head of School

NOTES

A The above responsibilities are subject to the general duties and responsibilities contained in the School Teachers' Pay and Conditions Documents.

B This job description allocates duties and responsibilities, but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post-holder must use Directed Time.

C This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification or amendment at any time.

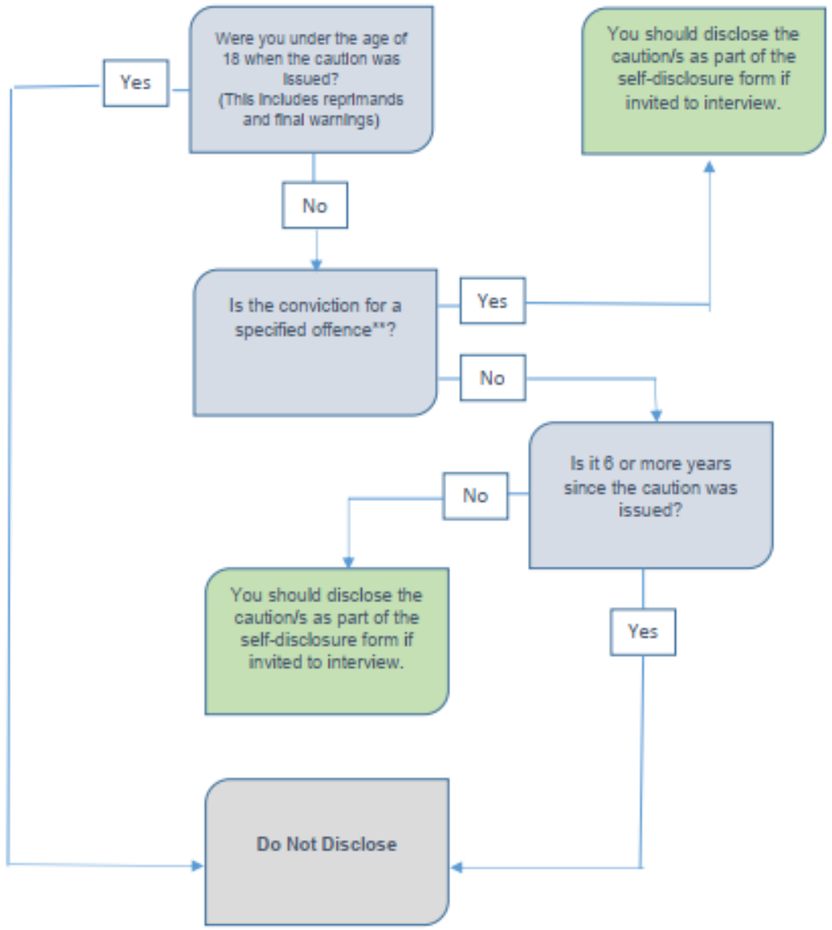
Person Specification

Detailed below are the types of skills, experience and knowledge that are required of applicants applying for the post. The 'Essential Requirements' indicate the minimum requirements, and applicants lacking these attributes will not be considered for the post. The points detailed under 'Desirable Requirements' are additional attributes to enable the applicant to perform the position more effectively or with little or no training. They are not essential, but may be used to distinguish between acceptable candidates.

Qualifications	**Essential**	**Desirable**	**MOA**
Qualified Teacher Status (or currently an ITT/GTP trainee)	*		A/Q
Master's degree in education or similar/ further continued CPD		*	A/Q
KNOWLEDGE/SKILLS	**Essential**	**Desirable**	**MOA**
A good understanding of curriculum developments within the subject area	*		A/R/S
Understanding of effective teaching and learning strategies including behaviour	*		A/R/S
Proven ability as an excellent classroom practitioner	*		A/R/S
Knowledge and experience of intervention strategies	*		A/R/S
Knowledge and skills to safeguard the welfare of Children & Young People (CYP) and uphold your professional responsibility	*		A/R/S
Ability to self-evaluate learning needs and actively seek learning opportunities	*		A/R
Experience of leading initiatives which have had an impact on student attainment		*	A/R/S
Ability to teach a second subject		*	A/R/S
Evidence of leading high quality extra-curricular activities		*	A/R/S
Knowledge of current developments in education		*	A/S
EXPERIENCE	**Essential**	**Desirable**	**MOA**
Either: • Successful placement(s), teaching Maths at KS3 & KS4 *(applicants currently in training)* or: • Successful record of teaching Maths evidenced through attainment and progress *(applicants who already have gained QTS)*	*		A/R/S
Effective recent & relevant teaching experience of Maths across the age and ability range KS3 to 4	*		A/R/S

Contribution to the development of Maths beyond the classroom		*	A/R/S
PERSONAL QUALITIES	**Essential**	**Desirable**	**MOA**
A passion for education and making a difference	*		R/S
Excellent & confident communicator	*		R/S
Effective team member	*		R/S
Drive, determination & ambition	*		R/S
Energy, enthusiasm, sense of humour	*		R/S
Ability to motivate self and others	*		R/S
Willingness to contribute to the wider life of the Academy and Trust	*		R/S
Emotional resilience - recognising that working in education is demanding and approach the challenge positively	*		A/R/S
Subscribe to the ethos of the Trust and go the extra mile in terms of time and commitment to get the very best from students	*		A/S
The postholder must have a command of spoken English which is sufficient to enable the effective performance of the role, including the ability to speak with confidence and accuracy and the ability to listen and respond appropriately dependent on the audience.	*		Q/R/S
Employment is conditional on confirmation of the right to work in the UK – either as a UK or Irish citizen, under the EU Settlement scheme or having secured any other relevant work visa. If you do not have the right to work in the UK and the role does not meet eligibility for sponsorship, please consider carefully whether you meet the eligibility to apply for this position.			
This role is subject to a six-month probationary period and satisfactory enhanced DBS check. As one organisation Cockburn Multi-academy Trust expects all its employees to work across any academy within the trust as and when required.			
METHOD OF ASSESSMENT (MOA)	A =	Application Form	
	Q =	Qualification	
	R =	References	
	S =	Selection Process	

Disclosure of a Caution
(this includes reprimands and final warnings)



**https://www.gov.uk/government/publications/dbs-list-of-offences-that-will-never-be-filtered-from-a-criminal-record-check

Disclosure of a Conviction
Please work this through for each conviction you have separately even if they were part of the same legal proceedings

*https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/935747/draft-rehabilitation-offenders-act-1974-exceptions-order-1975.pdf

**https://www.gov.uk/government/publications/dbs-list-of-offences-that-will-never-be-filtered-from-a-criminal-record-check

