

## **JOB DESCRIPTION**

**JOB TITLE:** Teacher of Maths

**FACULTY:** Mathematics

**RESPONSIBLE TO:** Head of Faculty

**SALARY:** TMPS/UPS

**PURPOSE:** To carry out the professional duties of a school teacher, (as specified in the Teachers' Pay and Conditions Act), in accordance with any directions which may reasonably be given by the Headteacher/Head of Faculty.

## **KEY ACCOUNTABILITIES:**

- To teach Maths at Key Stages 3 and 4
- To assist in the development of programmes of study, materials and schemes of work.
- To participate in professional development programmes
- To follow school policies and procedures in respect of the duties of a classroom teacher and form tutor

## **KEY TASKS:**

### **Teaching**

- To form effective relationships with students, teaching staff, non-teaching staff, parents and other professionals
- To teach the National Curriculum and other programmes of study effectively, mindful of the needs and responses of the students and the school's SEND Policy
- To provide a stimulating classroom environment
- To foster good working and learning habits in students
- To provide intervention for underperforming students
- To make full use of a variety of resources, materials books and equipment

### **Roles and Responsibilities**

To provide all students in the faculty with appropriate and high quality learning opportunities through:

- The planning and delivery of relevant, exciting, challenging and differentiated lessons
- Providing students with effective, relevant and regular feedback in accordance with the school's Assessment for Learning policy
- Giving every student the opportunity to learn and progress by ensuring fair and effective behaviour management in accordance with school policy

- Tracking the progress of students taught and provide interventions as appropriate with the Head of Faculty and in consultation with other relevant staff
- Providing an inspirational and challenging learning environment
- Aiding the Head of Faculty in planning and developing schemes of work and resources appropriate to the intervention group
- Participating with out of hours learning opportunities as required
- Participating in the whole life of the school
- Following the School's Health and Safety guidelines and complying with all school policies

### **Pastoral Care and Discipline**

- To perform the duties of a Form Tutor as a member of a Year Group team
- To contribute to the life of the community according to the talents and skills, particularly by leading and contributing to extra-curricular activities
- To help exercise responsibility for the conduct and behaviour of students within the faculty and the school as a whole
- To participate in arrangements made for the supervision and safety of students between lessons and at the start and end of the school day
- To attend scheduled meetings with parents
- To record students' progress and complete reports
- To maintain an up to date teaching record/diary
- To assist as required with arrangements for public and internal examinations
- To contribute to the evaluation and effectiveness of administrative routines

### **Meetings in which you will be involved**

- Staff, Faculty and professional meetings
- Twilight training sessions as appropriate
- INSET days
- Year Group Meetings

Oakwood School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure & Barring Service (DBS).

We foster an inclusive culture that promotes equality of opportunity and values diversity creating an environment where the rights and dignity of all members of our community are respected. We promote a culture that allows staff to grow and flourish, regardless of gender, ethnicity, religion, age, and all other aspects of diversity and, therefore, welcome and encourage applications from diverse backgrounds to join our team.