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RATTON SCHOOL
JOB APPLICATION PACK
TEACHER OF MATHS
(F/T OR P/T 0.6)



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A WARM WELCOME FROM THE HEADTEACHER

Dear Applicant,

I am delighted that you are considering applying for a position at Ratton School, and I hope to receive your application. As part of the South Downs Learning Trust, we are committed to providing a safe and stimulating learning environment for our students, one that empowers them to grow both academically and personally.



At Ratton, we believe in developing young people who are not only well-prepared for further education and the world of work but also equipped with the confidence, creativity and compassion to thrive in any setting. Our dedicated team works together to ensure that every student has the opportunity to succeed and reach their full potential.

We are committed to creating an environment where both students and staff can flourish, and we look forward to welcoming new team members who will help us continue to make a difference to our school community.

This position is available on a full time or part time (0.6) basis. As a Teacher of Maths at Ratton School, you will play a vital role in fostering a positive learning environment that encourages student progress and achievement. Reporting to the Curriculum Leader, you will demonstrate strong curriculum knowledge, effective teaching skills and a commitment to continuous professional development. The role involves not only delivering high-quality

lessons that engage and challenge students but also actively contributing to the school's ethos and educational goals.

Key Responsibilities:

- **Teaching & Curriculum:** Plan and deliver well-structured lessons that cater to a diverse range of abilities and learning needs. Implement engaging teaching methods and make strategic use of assessment to support student progress.
- **Student Support:** Provide individualised support to students, including those with special educational needs, higher abilities or disadvantaged backgrounds, to ensure all students have the opportunity to succeed.
- **Pastoral Care:** Serve as a Form Tutor, supporting students' well-being and fostering a positive school experience by encouraging full participation in school life and addressing any concerns in collaboration with pastoral staff.
- **Professional Collaboration:** Work closely with department staff, contribute to school-wide initiatives and engage with parents and the wider community through events such as Parents' Evenings and Open Days.

This position offers a dynamic opportunity to influence students' academic journeys and make a meaningful contribution to Ratton School's vibrant community. The role may evolve to adapt to school needs, providing ongoing opportunities for professional growth and leadership within the school's collaborative framework.

I look forward to receiving your application and to the opportunity to discuss how you can contribute to the continued success of our school.

Kind regards,



Gavin Peevers
Headteacher

ABOUT RATTON SCHOOL & THE SOUTH DOWNS LEARNING TRUST

Ratton School is a thriving, inclusive secondary school in Eastbourne, East Sussex. We are part of the South Downs Learning Trust, which includes a network of schools collaborating to achieve excellence in education. This partnership enhances the opportunities available to both staff and students, as we share resources, best practices and support for professional development.

As a member of the South Downs Learning Trust, we benefit from the Trust's wide-reaching network, which includes ongoing professional development, access to innovative teaching methods and opportunities for career progression. We pride ourselves on fostering an inclusive and supportive working environment where all staff are valued and encouraged to grow.

At Ratton, we are passionate about nurturing confident, compassionate and creative individuals who are equipped to succeed in all aspects of their lives, both now and in the future.



OUR VISION & VIRTUES

At **Ratton School**, our goal is to develop caring, confident, and creative students who achieve excellence in all aspects of their learning. Our motto is “**Achieving Together**” – a commitment to ensuring that every member of our school community is supported and empowered to reach their full potential.

We base our work on the following six core virtues, which we believe are key to success in life:

Compassion

Showing kindness and caring for others and the environment.

Respect

Acting with respect toward others both inside and outside of school, valuing diversity, and avoiding discriminatory language.

Creativity

Being curious about the world, solving problems, and asking thoughtful questions.

Teamwork

Achieving together by working as part of a team. Understanding that we all have to do our fair share and get along with different people.

Effort

Putting effort into all aspects of school life. Demonstrating resilience when faced with a challenge.

Responsibility

Taking responsibility by being in the right place, at the right time, doing the right thing.

JOB DESCRIPTION

Job Title: Teacher of Maths
School: Ratton School
Grade: MPS/UPS
Responsible to: Curriculum Leader

Main Purpose

To carry out the professional duties of a teacher as circumstances may require and in accordance with the school's policies under the direction of the Headteacher. To be an effective professional who demonstrates thorough curriculum knowledge, can teach and assess effectively, take responsibility for professional development and has students who achieve well. In addition to their core responsibilities, the post holder will be expected to uphold the safeguarding and welfare of students at all times, in line with school policies and statutory requirements.

Main Tasks

Ensure that students achieve outstanding progress through:

Planning, Teaching and Class Management

- identifying clear teaching objectives and specifying how they will be taught and assessed;
- setting tasks which challenge students and ensure high levels of interest;
- setting appropriate and demanding expectations;
- setting clear targets, building on prior attainment;
- be aware of and make provision for students who have SEND, very able, LAC, disadvantaged or who have other particular individual needs;
- providing clear structures for lessons maintaining pace, motivation and challenge;
- making effective use of assessment and ensure coverage of programmes of study;
- ensuring effective teaching and best use of available time;

- maintaining discipline in accordance with the school's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework;
- ensuring students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught;
- evaluating own teaching critically to improve effectiveness;
- ensuring the effective and efficient deployment of classroom support;
- liaise with the Subject Leader to ensure the implementation of department policy and best practice;
- using a variety of teaching methods to:
- match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
 - ii. use effective questioning, listen carefully to students, give attention to errors and misconceptions
 - iii. select appropriate learning resources and develop study skills through library, ICT and other sources.

Monitoring, Assessment, Recording, Reporting

- assess how well learning objectives have been achieved and use them to improve specific aspects of teaching;
- mark and monitor students' work and set targets for progress;
- assess and record students' progress systematically and keep records to check work is understood and completed, monitor strengths and weaknesses, inform planning and recognise the level at which the student is achieving;
- undertake assessment of students as requested by examination bodies, departmental and school procedures;
- prepare and present informative reports to parents;
- undertake assessment of students and participate in the school's system reporting to parents.

Pastoral Duties

- be a Form Tutor to an assigned group of students;

- promote the general progress and well-being of individual students and of the Form Tutor Group as a whole;
- liaise with the Pastoral Leader to ensure the implementation of the school's pastoral system;
- register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of school life;
- contribute to the preparation of Action Plans and progress files and other reports;
- alert appropriate staff to problems experienced by students and make recommendations as to how these may be resolved;
- communicate, as appropriate, with parents of students and persons or bodies outside the school concerned with the welfare of individual students, after consultation with appropriate staff;
- contribute to PSHE and citizenship and careers education according to school policy.

Other Professional Requirements

- have a working knowledge of teachers' professional duties and legal liabilities in line with the Teachers' Standards;
- operate at all times within the stated policies and practices of the school;
- know subject(s) or specialism(s) to enable effective teaching;
- take account of wider curriculum developments;
- establish effective working relationships and set a good example through their presentation and personal and professional conduct;
- endeavour to give every child the opportunity to reach their potential and meet high expectations;
- co-operate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and students;
- contribute to the corporate life of the school through effective participation in meetings and management systems necessary to coordinate the management of the school;
- take part in marketing and liaison activities such as Open Evenings, Parents Evenings, Review days and events with partner schools;
- take responsibility for own professional development and duties in relation to school policies and practices;

- liaise effectively with parents and governors.
- **promote and safeguard the welfare of children** in your care, ensuring that all safeguarding policies are followed and that any concerns are reported to the Designated Safeguarding Lead (DSL).
- comply with the school's safeguarding procedures and any relevant guidance from **Keeping Children Safe in Education (KCSIE)**.
- ensure all interactions with students adhere to the school's safeguarding and behaviour policies, particularly in areas of pastoral support, supervision, or direct student contact.
- attend safeguarding training and stay up to date with any changes in statutory safeguarding responsibilities.

This job description sets out the duties of the post at the time when it was drawn up. Such duties may vary from time to time without changing the general character of the duties or the level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.

PERSON SPECIFICATION

Key skills and abilities

- Exemplary subject knowledge.
- Highly developed classroom management skills.
- Ability to work closely with colleagues and contribute to the work of the teams in the subject.
- Ability to assess the needs of students and to maintain appropriate records to enable high levels of student achievement.
- Ability to relate to and communicate with parents/carers (Desirable).
- Ability to be flexible and work under pressure (Desirable).
- Being well-organised (Desirable).

Knowledge

- **Knowledge of safeguarding procedures** and responsibilities when working with children.
- Familiarity with **Keeping Children Safe in Education (KCSIE)** guidelines and statutory safeguarding requirements.
- Basic knowledge of school operations and procedures.
- Understanding of the national developments in the teaching of the subject.
- Understanding of how to assess progress in students' work and in their books.

Experience

- Previous experience of working in a school or with children is desirable.
- Experience of safeguarding children or working in environments where safeguarding responsibilities are essential.
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- Qualified Teacher Status (QTS).
- Evidence of being an outstanding teacher or the potential to be.

Desirable

- Desire and potential for further professional development.

- Enthusiasm for the subject.
- **Safeguarding qualification** or training in child protection.

Personal Attributes

- Graduate (or equivalent).
- Understanding the importance of safeguarding.
- Commitment to safeguarding and promoting the welfare of children.
- Ability to demonstrate commitment to Equal Opportunities.
- Ability to work discreetly and sensitively with confidential information.
- Willingness to undertake further safeguarding training to ensure compliance with safeguarding responsibilities.
- Willingness to participate in further training and developmental opportunities offered by the school and county, to further knowledge.

STAFF BENEFITS & INCENTIVES

At the South Downs Learning Trust, we are dedicated to creating a supportive and rewarding work environment for our staff. We believe in attracting, retaining and nurturing talented professionals who share our commitment to education. To support this goal, we offer a comprehensive range of benefits designed to enhance wellbeing, encourage professional growth and ensure a positive work-life balance.

BENEFIT		DESCRIPTION
Comprehensive Induction Programme		A thorough induction to ensure a seamless transition into your role at Ratton School.
Career Development and CPD		Professional development opportunities tailored to your career aspirations and goals.
Support and Mentoring		Ongoing support from Senior Leadership Team and experienced mentors to help guide your career progression.
Bike to Work Scheme		Salary sacrifice scheme offering discounts on bikes and equipment.
Complimentary Breakfast		Enjoy a free daily breakfast, including a choice of bagels, cereal, porridge, tea and orange juice.
Employee Assistance Programme		Confidential advice, counselling and support for personal and professional challenges.
Staffroom Amenities		Complimentary tea and coffee available in our staffroom to relax and recharge.
Healthcare Benefits		Subsidised membership with Benenden Healthcare for additional health support.
On-Site Parking		Free, secure on-site parking for staff.
Childcare Support		Free Breakfast Club or After School Club places for Trust staff with children at Ratton.
Exclusive Sports Membership		Discounts at Eastbourne Sports Park to promote physical health and wellness.

TERMS OF EMPLOYMENT

Grade: MPS/UPS

Hours: Full Time or Part Time (0.6FTE)

Contract: Permanent

IMPORTANT DATES

Closing Date for Applications: Thursday 20 March

Ensure your application is submitted by this date to be considered.

Important Reminder:

Early applications are encouraged. We reserve the right to review applications upon receipt and close the advert early if a suitable candidate is found.

Interview Date: Friday 28 March

Successful candidates will be contacted for an interview on or around this date.

HOW TO APPLY

Thank you for your interest in joining our team at Ratton School. Please follow the steps below to apply for this position:

APPLICATION PROCESS

1. Application Form:

Access the application form via the **Vacancies page** on our website at [Vacancies | Ratton](#) or alternatively, you can use the forms provided through **TES** or **Gov.UK** platforms if applying via those channels.

2. Submission:

Submit your completed application form to **Mrs Barrow**, Trust Executive Assistant, at ibarrow@ratton.co.uk before the specified closing date and time.

3. Important Notes:

- **CVs will not be accepted** in the interest of safeguarding. Applications must be submitted using the designated form.

- Ensure your application addresses the essential **selection criteria** outlined in the job pack, as shortlisting will be based on how closely your application matches these criteria.
- Please provide details of any **employment gaps** within your application.

PRE-APPOINTMENT CHECKS

As part of our safer recruitment process, the successful candidate will undergo the following checks:

- **Right to Work:**

You will need to demonstrate the right to work in the UK.

- **References:**

Written references will be requested prior to the interview stage. Please ensure your referees have accurate contact details and permission for us to contact them.

- One referee must be your current or last employer.
- If you work in a school, one referee must be your current Headteacher.

- **Enhanced DBS Check:**

This role requires an enhanced **Disclosure and Barring Service (DBS)** check, as the position is exempt from the **Rehabilitation of Offenders Act 1974**.

- **Online Searches:**

Online checks will be conducted for shortlisted candidates as part of our due diligence process to ensure the suitability of candidates for the role.

SAFEGUARDING AND EQUAL OPPORTUNITIES

Safeguarding Commitment:

We are committed to safeguarding and promoting the welfare of children and young people. All staff and volunteers are expected to share this commitment.

Equal Opportunities:

Ratton School is an equal opportunities employer and welcomes applications from all qualified candidates.