

Candidate Briefing Pack

**Teacher of Maths**

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Dear Applicant,

Welcome to Heath Lane Academy School, we’re part of the United Learning Midlands Secondary Cluster. If you are looking for an exciting, challenging and highly rewarding role that offers a strong commitment to professional development and well-being we encourage you to apply.

Strong relationship building and providing outstanding customer service to all stakeholders will be vital for this role. We require a strong and capable leader and manager equipped to provide the level of support and challenge needed for our schools. The role will involve line management; therefore, you will need to be able to evidence development in leading your own team to excellence.

Heath Lane Academy offers a vibrant, caring and aspirational learning environment for the young people of our community. Our mission is to 'develop good people' and we pride ourselves on the high expectations we have of our students in everything that we do. Our school has improved significantly in recent years and our pupil numbers continue to grow as a result.

Our school culture, based on our values of Work Hard, Be Kind and Be Respectful, demands that students are well behaved and demonstrate a positive attitude to their education. Students and staff understand that our strong culture gives our students the best possible chance to be successful in their lives and make a positive contribution to our community and wider society.

We prioritise academic success for all of our students and we are excited to be joining United Learning Trust, one of the most successful Trusts in the country. We deliver an aspirational knowledge rich curriculum which is designed and implemented to ensure all of our students ‘graduate’ to aspirational destinations. Our staff work collaboratively to innovate and plan exciting and inspiring learning, enabling our students to leave Heath Lane Academy with a lifelong love of learning.

We are passionate about our students learning beyond the classroom to develop a holistic education and strong character. These opportunities include volunteering in our community, Sports, Art, Drama, Music and much more.

Our school is proud to be at the centre of our community and our dedicated staff work incredibly hard to serve our young people for the benefit of our community. The quality of what we can offer can be judged by coming to visit us and seeing for yourselves.

United Learning is an exciting organisation to work for; there is a real focus on developing people and empowering innovation where staff are appreciated and celebrated. A key benefit of being part of United Learning is to have the support of colleagues across the wider group and ample opportunities to network; we recognize the powerful impact that collaboration and partnership have on colleagues. The Group’s aim is to ensure that the technology, finance, HR, and data support is provided more effectively and efficiently than would otherwise be possible, so that leaders can focus on educational leadership.

United Learning is an inclusive employer and is committed to creating and sustaining a more ethnically diverse workforce. Therefore, we would very much welcome applications from professionals of all backgrounds who share our commitment but especially those of minority ethnic origin. We do hope you will get in touch with any questions you may have ahead of submitting your application.

We very much look forward to hearing from you.

**Mark Trimingham**

**Principal**

**About United Learning**

United Learning is a group of schools which aims to provide excellent education to children and young people across the country. We uniquely comprise schools in both the state and the independent sectors and currently educate over 60,000 students and employ over 9,000 members of staff.

The growing range of outstanding group-wide activities that we can provide will mean that more young people will have truly exceptional and inspiring experiences. We believe that our Group contains the most developed relationships and practical interactions between independent and state schools in the country; creating benefits for all the schools involved whilst respecting both traditions and learning from each other.

United Learning comprises both United Church Schools Trust, which operates our fee-paying independent schools, and United Learning Trust, which operates our state-funded academies. To find out more about United Learning, please visit the website: [www.unitedlearning.org.uk](http://www.unitedlearning.org.uk)

**Our Ethos**

Our approach to education is underpinned by a sense of moral purpose and commitment to doing what is right for children and young people. We believe in supporting our colleagues to achieve excellence and in acting with integrity in all our dealings within and beyond the Group. We believe the safety and welfare of all children and young people is paramount. We summarise this ethos as ‘the best in everyone’ underpinned by our core values:

AMBITION – to achieve the best for ourselves and others.

CONFIDENCE – to have the courage of our convictions and to take risks in the right cause.

CREATIVITY – to imagine possibilities and make them real.

RESPECT – for ourselves and others in all that we do.

ENTHUSIASM – to seek opportunity, find what is good and pursue talents and interests.

DETERMINATION – to overcome obstacles and achieve success.

**Our Framework for Excellence**

To achieve our mission, our schools prioritise five key principles:

* **THE BEST FROM EVERYONE**
* **POWERFUL** **KNOWLEDGE**
* **EDUCATION WITH CHARACTER**
* **LEADERSHIP IN EVERY ROLE**
* **CONTINUOUS IMPROVEMENT**

**Continuing Professional Development**

Our staff are one of our most important assets, we are passionate about supporting our staff, bringing out ‘the best from everyone’. You will work closely with your Director of Learning to set personal and meaningful development objectives, and you will receive all support possible to achieve and surpass these objectives. You will also have the benefit of accessing a range of internal and external staff networks and fantastic CPD opportunities.

**Benefits**

* We pay an average of 5% above national scales – the best rates of pay in the sector
* Perkbox - access to resources such as a discounted shopping platform and wellness hub including discounted gym membership
* Access to a dedicated employee assistance counselling and advice line
* Westfield Health cash plan – claim the cost back on health services such as physio, dental treatments and optical services (eligible after 6 months service)
* Westfield Rewards
* Cycle to work scheme
* Car lease scheme
* Pension Scheme

Our academies each have at least eight INSET days per year (with three of those solely dedicated to planning), and an ongoing group-wide wellbeing programme. It's an ethos we call ‘the best in everyone’. We are working hard to become a more diverse organisation – which is key to our commitment to bringing out the best in everyone.

**Job Description – Teacher of Maths**

United Learning Pay scale (£35,000 - £51,000 pa)

**Directly reporting to:** Director of Learning, Maths

**Responsible for:** Pupil Progress and Outcomes

**Job Purpose**

* To carry out the professional duties of a teacher as circumstances may require and in accordance with the academy's policies under the direction of the Principal
* 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
* To be a member of the Maths Curriculum Team and under the direction of the Director of Learning, contribute to the high standards of teaching and learning and the raising of standards of achievement.
* To make a significant contribution to the vision and direction of Heath Lane Academy, where innovative and inspirational learning for all is the core value.

**Safeguarding**

* To uphold the academy’s policies in respect of Safeguarding and Child Protection and ensure the safety and well-being of all learners.

**Responsibilities and Tasks**

This list is not meant to provide a narrow definition of specific responsibilities but to serve as guidance and should be seen as enabling rather than restrictive.

1. **Planning, Teaching and Class Management**

### Teach allocated students by planning their teaching to achieve progression of learning through:

* 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 SEND pupils, very able, LAC 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 academy's procedures and encouraging good practice with regard to punctuality, behaviour, standards of work and homework
* Manage learners’ behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the academy’s behaviour policy
* Using a variety of teaching methods to:
  + Match approach to content, structure information, present a set of key ideas and use appropriate vocabulary
  + Use effective questioning, listen carefully to students, give attention to errors and misconceptions
  + Select appropriate learning resources and develop study skills through library, I.C.T. and other sources
* 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 Programme Leader to ensure the implementation of department policy and best practice.

1. **Monitoring, Assessment, Recording, Reporting**

Plan teaching based upon thorough monitoring and rigorous assessment through:

* Assessing how well learning objectives have been achieved and using them to improve specific aspects of teaching
* Marking and monitoring students' work and setting targets for progress
* Assessing and recording students' progress systematically and keeping records to check work is understood and completed, monitoring strengths and weaknesses, to inform planning and assess the level at which the students’ are achieving
* Undertaking assessment of students as requested by examination bodies, departmental and academy procedures
* Preparing and presenting informative reports to parents
* Undertaking assessment of students and participating in the academy’s system reporting to parents.

**3. Pastoral Duties**

* If required, be a form tutor to an assigned group of students or a link form tutor
* Promote the general progress and well-being of individual students and of the Form Tutor Group as a whole
* Liaise with the Pastoral team to ensure the implementation of the academy's pastoral system
* Register students, accompany them to assemblies, encourage their full attendance at all lessons and their participation in other aspects of academy life
* Contribute to the preparation of Action Plans and progress files and other reports
* Alert appropriate staff to problems experienced by students.

1. **Other Professional Requirements**

* Have a working knowledge of teachers' professional duties and legal liabilities
* Operate at all times within the stated policies and practices of the academy
* 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 the sharing and effective usage of resources to the benefit of the Academy, department and students
* Contribute to the corporate life of the academy through effective participation in meetings and management systems necessary to coordinate the management of the academy
* Take part in marketing and liaison activities such as Open Evenings and Parents Evenings
* Take responsibility for your own professional development and duties in relation to academy policies and practices
* Liaise effectively with parents
* Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
* Lead or help to lead after-school activities; either curriculum based or an extra-curricular club.

**General**

All academy staff are expected to:

* Fully subscribe to the Academy Values of Respect, Kindness and Hard Work
* Work towards and support the academy’s vision and objectives
* Support and contribute to the academy’s responsibility for safeguarding students
* Work within the academy’s Health and Safety policy to ensure a safe working environment for staff, students and visitors
* Work within the academy’s Community Cohesion and Equal Opportunities policies to promote equality of opportunity for all students and staff, both current and prospective
* Maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents and colleagues
* Engage actively in the performance review process
* Adhere to academy policies, procedures and core values as set out in the documentation available to all staff.

This job description will be reviewed annually as part of the performance management process and may be subject to amendment or modification at any time after consultation with the post holder. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the academy in relation to the post holder’s professional responsibilities and duties, including the provision of high-quality teaching and learning across the academy and the pastoral care of the pupils in their charge.

Elements of this job description and changes to it may be negotiated at the request of either the Principal or the incumbent of the post.

This job description is intended as a general guide to the duties attached to the post and is not an inflexible specification. It may therefore be altered from time to time to reflect the changing need for the service, always in consultation with the postholder.

Every member of staff at Heath Lane Academy has a responsibility to promote and safeguard the welfare of children and young people with whom they come into contact.

We are an inclusive academy and strive to be a learning, caring and thriving institution.

**We take the safeguarding of students and staff seriously at Heath Lane Academy. All staff are expected to support this ethos.**

**How to Apply**

Please complete an online covering letter (you will be prompted to do so after completing your profile) explaining the motivation for your application for this specific role and why you would be a good match for the role and stakeholders. This supporting statement should be no longer than 8,000 characters. In line with our compliance with safer recruitment, we will take references for all those candidates who proceed to interview, as well as asking candidates to complete a standard application form. Please provide us with 2 referees when prompted to do so.

The deadline for receipt of applications is **Monday 31st March** **2025.** We reserve the right to bring forward the closing date if we consider that we have receivedan appropriate number of candidates for the post, therefore *we encourage you to apply as soon as possible*.

**Further information**

We encourage informal discussions regarding the role. If you are unsure about the role, have more questions or would like to visit prior to applying please email:

[melanie.osborne@heathlaneacademy.org.uk](mailto:melanie.osborne@heathlaneacademy.org.uk)

**Terms and Conditions of employment**

Please note the final detailed terms and conditions are subject to agreement between UL and the successful candidate:

* **Location:** Heath Lane Academy, Earl Shilton, Leicester, LE9 7PD
* **Working hours:** Monday – Friday 37.5 hours per week
* **Start date:** August 2025
* **Starting salary**: ULT Teacher Scale (£35,000 – £51,000 pa)