

# Manchester Communication Academy

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Teacher of Maths

Applicant Pack



with you, for you, about you.

Dear Candidate,

Thank you very much for your interest in becoming a maths teacher at Manchester Communication Academy. This is a very strong team that have brought great results for our students. We are currently looking for both early career and experienced teachers as we really value the strengths experienced teachers can bring to the school in as well as having an excellent programme of support for our early career teachers. MCA is a unique school that stands at the heart of the community and our outward facing work is outstanding. If you are interested in this post I would strongly recommend coming for an informal visit where you can meet the team and get a feel for everything we are.

Manchester Communication Academy was first established in 2010 and has gone from strength to strength each academic year. The Academy has approximately 1300 students on roll in Years 7-11 and we boast a wonderfully rich and diverse school community. MCA is at the heart of the community and is committed to improving educational outcomes for all of our students. MCA is proud to be a community hub. In our 2024 Ofsted inspection, we were recognised as a good school and we want to continue to improve on that status by making the staff, student and family experience at MCA an exceptional one.

At MCA, we strive for excellence in everything we do. Implementing an ambitious, text-rich curriculum is a key priority and driving force in our ambition for excellence. We believe in the transformative power of knowledge in ensuring equitable opportunities for success. Our aspirational, bespoke curriculum ensures that all of our students gain the necessary experiences to compete academically, practically, socially and morally in the wider world. In order to achieve this, we invest deliberately in professional development. Drawing upon our EEF Research School, we are able to provide all staff with the most up-to-date and high quality evidence to develop their expertise. Our knowledge of the memory model and how learning works underpins our Teaching and Learning policy so that subject leaders and teachers are empowered to adopt these principles intelligently and appropriately, whilst maintaining fidelity to what we know is effective. During department time, allocated during the academy day, and during weekly subject-specific CPD time, teams explore the 'best bets' of evidence-informed practice and work collaboratively to embed this practice within their daily habits. These sessions are engaging, impactful and ambitious, including deliberate practice, instructional coaching and an emphasis on building effective habits.

At MCA, we proactively promote staff wellbeing through our management of workload and additional benefits for staff, such as flexi days and the Employee Assist programme. As a result, our staff are highly skilled and knowledgeable professionals who embrace new opportunities to learn more and keep getting better – a culture that permeates the academy amongst staff and students.

Our students appreciate and relish the opportunity to learn and we support their effective learning behaviours through high expectations with emphasis on metacognition and our work with parents, families and the community. Having the highest expectations of our students means that our teachers can focus on teaching and our students can focus on learning.

We are looking for teachers who are aligned with our values and who have the talent and potential to accelerate the school's journey to excellence. The position is a great opportunity for someone who shares our passion for delivering educational excellence. If you are aligned to our mission and values and could flourish with this opportunity, we very much look forward to hearing from you.

Kind Regards



Susan Watmough  
Headteacher

## JOB DESCRIPTION

<b>JOB TITLE</b>	Maths Teacher
<b>SALARY GRADE</b>	M1-M6 / UPS
<b>RESPONSIBLE TO</b>	Head of Maths
<b>HOURS OF WORK</b>	37.5

### Role purpose

The Mathematics Department is a highly successful and passionate department that consistently strives for the highest outcomes for students. We want someone who is passionate about learning and teaching with the vision, commitment and determination to continue raising standards across all levels and abilities.

This is a great opportunity to join a successful school with a vibrant, forward thinking philosophy and a positive, friendly atmosphere. This post would be equally suitable for new entrants to the profession or for more experienced teachers.

### Key Tasks

- To be committed to safeguarding and promoting the welfare of children and young people
- To plan appropriate, differentiated learning for all children, monitoring progress and intervening when there is underperformance.
- Create a high quality, rich, stimulating and enabling learning environment.
- Work collaboratively and flexibly to ensure: effective planning, successful learning, better than expected progress and accurate and moderated assessment outcomes.
- Manage the learning environment, resources and time to ensure effective learning takes place.
- Monitor and celebrate children's learning, progress and achievement and record and report upon progress, including details on attendance, behaviour, development and additional needs.
- Be able to set clear targets, based on prior attainment, for pupils' learning.
- Have a detailed professional knowledge of the curriculum including an understanding of the progression of learning and development and national testing.
- To accurately assess children's development and to help create a successful framework for assessment.
- To work effectively with TAs and other colleagues who support children in their learning and beyond.
- To maintain a positive attitude, seeking to bring out the best in learners and having high expectations for all.

- Establish positive relationships with parents/carers, ensuring parental involvement in learning and progress
- Constantly strive to improve own performance and identify areas for self - improvement, attending appropriate training.
- To keep own CPD record up to date.
- To undertake any other duties as deemed appropriate by the line manager and commensurate with the post.
- With direction from the Director of Faculty and within the context of the school's curriculum and schemes of work, plan and prepare effective lessons
- Teach engaging and effective lessons that motivate, inspire and improve pupil attainment.
- Ensure students acquire and consolidate knowledge, skills and understanding appropriate to the subject taught.
- To follow department monitoring and tracking systems relating to student's attainment, progress and achievement
- If required, be a progress leader to an assigned group of students

### Specific to Role

- To teach engaging and effective maths lessons at KS3 and KS4 that motivate, inspire and lead to rapid and sustained progress from all students.
- To plan and prepare effective maths schemes of work and lessons within the context of the academy's curriculum and planning frameworks.
- To use regular assessments to set targets for students, monitor their progress and respond accordingly to the results of such monitoring.
- To ensure that all students make progress in line with academy expectations.
- To coordinate and deliver a variety of department enrichments and interventions including extended school activities, trips and workshops that lead to improve student performance

### Standard Duties and Responsibilities

- Have due regard to safeguarding and promoting the welfare of children and young people.
- Promote and implement equality and diversity
- Adhere to legislation and the Academy's policies and procedures
- Participate in performance reviews and professional/personal development activities.
- Will model the Academy's values at all times to generate a shared purpose
- Respect confidentiality. Confidential information to be kept in confidence and not released to unauthorised persons.
- To undertake any other duties as appropriate, commensurate with the grade of the post.
- Establish effective working relationships and be an effective role model to pupils through own personal presentation as well as personal and professional conduct.

The Trust is committed to safeguarding and promoting the welfare of young people and vulnerable adults and expects all staff and volunteers to share this commitment.

This job description sets out the main duties and responsibilities of the post and each individual task may not be identified. The post holder will be expected to undertake such other duties as reasonably correspond with the general character of the post and are commensurate with its level of responsibility.

This job description will be kept under review and may be amended from time to time, following consultation with the post holder, to reflect changing organisational needs.

Where the post holder discloses that they have a disability, every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the duties of the job. If, however, a certain task proves to be unachievable, job redesign will be fully considered.

### **Probation Period**

Post holders who are new to the Trust will be subject to a probation period of 6 months. The probation period provides a structured framework to ensure employees are inducted into the Trust and understand the standards expected of them in terms of performance, attendance and behaviour.

## Person Specification

This person specification will be used when shortlisting candidates for interview.

	Essential /Desirable	Method of Assessment
<b>Education &amp; Qualifications</b>		
A good relevant honours degree (at least a 2ii)	Essential	AF, C
QTS – Higher qualifications relevant to the post, such as a Postgraduate degree/a professional qualification	Essential	
Other relevant professional qualifications	Desirable	
<b>Experience</b>		
Evidence of being an excellent practitioner	Essential	AF, T, I, C R
Evidence of adding value to children’s outcomes and ensuring better than expected progress	Essential	
<b>Skills &amp; Abilities</b>		
Ability to reflect objectively on your practice	Essential	AF, T, I, C
A passion for learning and quality in educational provision	Essential	
Ability to communicate effectively and develop professional relationships with staff, partners and parents	Essential	
Ability to use Information and Communication Technology (ICT) to enhance teaching and learning and for data management	Essential	
Able to work independently and proactively	Essential	
Ability to work effectively as a team member	Essential	
Ability to reflect on own skills and knowledge, and to seek opportunities to develop	Essential	
High level of organisation skill	Essential	
<b>Knowledge</b>		
A flexible, adaptable and innovative approach to learning, teaching, curriculum and assessment	Essential	AF, T, I, C
A sound knowledge of a variety of effective teaching and learning strategies	Essential	
A commitment to and knowledge of community cohesion and social inclusion	Essential	
Knowledge of strategies to engage parent/carers with children’s learning	Essential	
<b>Work Circumstances</b>		
Enhanced DBS Clearance	Essential	PEC
Can evidence proof of right to work in the UK	Essential	I
Disqualification by Association Declaration	Essential	I
Equivalent of 10 days continued professional development	Essential	I
Equivalent of 10 days extra - curricular activity (2 hours per week after core learning)	Essential	I
Minimum of two appropriate references	Essential	AF, R

AF – Application Form, T – Test, I – Interview, C – Certificate, R – Reference, PEC - Pre-Employment Checks  
Any candidate with a disability who meets the essential criteria will be guaranteed an interview.

## Staff Benefits

- Access to Staff Employee Assistance Programme & other staff wellbeing services
- One additional 'Flexi-Day' of paid leave that can be taken during term time after 6 months' service
- Free On Site Parking
- Cycle to Work Scheme & On Site Bike Storage
- Car Leasing Scheme
- On Site Gym & Changing Room Facilities
- Electric Car Chargers
- Staff Bistro
- Free Tea & Coffee

## Payroll & Pension

- You will automatically be enrolled onto the Teacher Pension Scheme
- Staff are paid by BACS transfer into their bank account on the last working day of the month, unless notified otherwise

## Safeguarding

DBS	This post requires DBS clearance and is subject to Enhanced clearance from the Disclosure and Barring Service as well as a range of other safeguarding checks.
Rehabilitation of Offenders Act 1974	The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website. You are not required to provide details of criminal convictions at application stage, however if shortlisted for interview you will be asked to supply further information, which will include spent convictions.
Online Searches	Any candidate selected for shortlisting may be subject to an online search as part of our due diligence. Online searches do not form part of our shortlisting process, however any issues of concern that come up during an online search may be discussed with the candidate at interview.

## The Maths Department

Are you ready to inspire the next generation of Mathematicians? We are looking for a dynamic and enthusiastic teacher who wants to contribute to the lives of young people with drive and passion. This is a fantastic opportunity for someone who would like to be a part of a hugely successful department. Our curriculum is innovative and focused on developing students' lifelong love of mathematics as well as achieving outstanding examination success. Our students make progress above the national average and every student has the opportunity to flourish. Our standards are high and we pride ourselves on our ability to inspire and excite all our pupils to exceed their potential.

All our teachers are experts in their field who demonstrate an unwavering commitment to professional development. You will be a part of a department who embrace the latest developments in mathematics teaching and our detailed programme of weekly staff CPD will support you to deliver the highest quality of education. Our collaborative approach to curriculum development ensures that we have a collective focus on continuous improvement.

We are incredibly proud of our students and staff who love the challenge of learning, are equipped to achieve their dreams and take pride in their success. If you would like to be a part of this, please get in touch, we would love to hear from you.

We are aware of commitments you will have made to your school and the children therefore we can be flexible on start dates for the right candidate.