** The Avon Valley School**

**&**

**Performing Arts College,**

**Newbold Road,**

**Rugby**

**CV21 1EH**

**Avon Valley School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**Job Description**

**Teacher of Mathematics**

**POSITION: Teacher of Mathematics**

**RESPONSIBLE TO: Faculty Leader of Mathematics**

**GRADE: TMS/UPS**

**Core Purpose**

To carry out professional duties of a teacher other than a head teacher as described in Part X11 of the school Teacher’s Pay and Conditions Document including those duties particularly assigned by the Headteacher.

To assist the Faculty Leader in raising the profile of the subject with all students and to deliver the curriculum as appropriate.

Deliver high quality and engaging learning to all students within Years 7 to 11. Work effectively within a successful team to support the continued success in attainment.

The expectations and duties for teaching are that of a standard scale teacher at Avon Valley School which are set out in the National Core Standards. Our aim is to become an ‘Outstanding’ school and therefore expect all teachers to at least meet all of the new Teachers Standards (DfE) and be a typically ‘Good’ teacher against the new Ofsted framework (Jan 12).

**Leadership**

To lead effectively by example and to maintain the highest personal and professional standards.

**General Teaching Duties and Responsibilities**

* To maintain and build upon the standards achieved as a qualified teacher as set out by the Secretary of State
* To contribute to and promote a clear vision for an effective department and school
* To adhere and promote departmental school policy and ethos
* To complete any other reasonable tasks as directed by the Principal

**Teaching and Learning**

* To manage pupil learning through effective teaching in accordance with the Faculty’s schemes of work and policies.
* To ensure continuity, progression and cohesiveness in all teaching.
* To use a variety of methods and approaches (including differentiation) to match curricular objectives and the range of pupil needs, and ensure equal opportunity for all pupils.
* To set homework regularly.
* To work with SEN staff and support staff
* To use positive management of behaviour in an environment of mutual respect which allows pupils to feel safe and secure, and promotes their self-esteem.

**Monitoring, Assessment, Recording, Reporting and Accountability**

* To be responsible for the assessment, recording and reporting for the students in your charge.
* To contribute towards the implementation of IEPs as detailed in the current Code Of Practice particularly the planning and recording of appropriate actions and outcomes related to set targets.
* To assess students’ work systematically.
* To follow the school’s marking, assessment and recording policy.
* Keep an accurate register of pupils for each lesson. Unexplained absences or patterns of absence should be reported immediately in accordance with the School policy.

**Subject Knowledge**

* To have a thorough and up-to-date knowledge and understanding of the National Curriculum programme of study, level descriptors and specifications for examination courses within your teaching area(s).
* To keep up to date with research and developments in your subject area(s).

**Professional Standards and Developments**

* To be a role model to students through your personal presentation and professional conduct.
* To arrive in class, on or before the start of the lesson, and to begin and end lessons on time.
* To cover for absent colleagues as is required
* To co-operate with the Headteacher in all matters concerning Health and Safety and specifically to take reasonable care of your own Health & Safety, and that of any other persons who may be affected by your acts or omissions at work.
* To be familiar with the School and Faculty handbooks and support all the School’s policies
* To establish effective working relationships with professional colleagues
* To be involved in extra-curricular activities such as making a contribution to after-school Clubs and visits.
* To make an appropriate contribution to life outside the classroom
* To liaise effectively with parent/carers and with other agencies with responsibility for students’ education and welfare.

**Form Tutor**

* To mark registers fully and accurately
* To collect, record and file all notifications of absence
* To monitor student attendance
* To monitor the social and academic progress of students
* To support students through the target setting process as applied to both academic and behavioural aspects
* To inform, reinforce and implement the school’s Code of Conduct and the policy on Rewards and Sanctions
* To check entries in homework planners and take action where necessary
* To check on a daily basis that correct school uniform is worn and to take action if necessary
* To have a detailed knowledge of tutees
* To consider carefully, issues of confidentiality when dealing with students, teachers and parents/carers
* To inform Faculty Leaders and Learning Managers promptly about social and behavioural issues or changes affecting students where appropriate
* To set a prompt and structured start to the morning and afternoon sessions
* To ensure that the tutor room is left tidy and to report any damage if necessary

**Key Organisational Objectives**

The Post holder will contribute to the school’s objectives in service delivery by:

* Enactment of Health and Safety requirements and initiatives as directed
* Ensuring compliance with Data Protection legislation
* At all times operating within the school’s Equal Opportunities framework
* Commitment and contribution to improving standards for students as appropriate
* Acknowledging Customer Care and Quality initiatives
* Contributing to the maintenance of a caring and stimulating environment for students.
* Promoting and safeguarding the welfare of children and young persons s/he is responsible for, or comes into contact with.

**Conditions of Service**

Governed by the National Agreement on Teachers’ Pay and Conditions, supplemented by local conditions as agreed by the governors.

This job description will be reviewed annually and may be subject to amendment or modifications 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 school in relation to the post holder’s professional responsibilities and duties. It is your responsibility to be aware of this job description and apply it to your duties, to maintain your professional portfolio, meet the teaching standards, and to participate in the performance management scheme.

|  |  |
| --- | --- |
| Name |  |
| Date of Appointment |  |
| Post | Teacher of Mathematics |
| Grade |  |
| Salary |  |
| Signature |  |

**Person Specification – Teacher of Mathematics**

|  |  |  |  |
| --- | --- | --- | --- |
| **Criteria** | **Essential** | **Desirable** | **Method of Assessment** |
| Qualifications | * QTS (Secondary age range) * Degree level qualification | * Further professional qualification | * Application form |
| Experience | * Proven track record of successful teaching across the ability range or potential to develop these skills * Judged as a ‘Good’ teacher | * Proven success as a teacher of Mathematics * Judged as an ‘Outstanding’ teacher * Setting and achieving ambitious goals and challenging targets * Record of examinational experience and track record of successful results | * Letter of application * Application form * Observation |
| Professional  Development | * Evidence of a proactive personal journey of CPD that improves the quality of teaching and learning, therefore impacting positively on standards | * Experience of co-ordinating professional development opportunities | * Application form |
| Knowledge/special aptitudes | * Knowledge of current initiatives within Mathematics * Good subject knowledge * Ability to interpret performance data and use this within planning to ensure student progress * Knowledge of the characteristics of good and outstanding teaching and learning * Understanding and commitment to safeguarding procedures * Good use of ICT as a teaching and learning tool | * Extensive curriculum knowledge | * Interview |
| Personal Qualities/skills  and Characteristics | * Ability to challenge and motivate students to achieve high standards * Passion and drive to inspire success of students * Commitment to self and school improvement * Ability to prioritise, plan, organise and reflect * Excellent communication * Excellent attendance * Resilience to an ever changing education agenda * Sense of humour! | * Willingness to contribute to whole school improvement | * Letter of application * Interview |