

## **Job Description – Mathematics Leader**

(Subject Leadership with mathematics responsibility)

**Salary:** MPS - UPS + TLR 2b

**Contract Term:** Permanent

**Responsible to:** Principal and Governors

**Key Relationships:** Students and all staff, including Senior Leadership Team

### **Purpose of Job**

- Carry out the duties of a **Mathematics Leader**.
- Work in close collaboration with Middle Leaders by promoting a positive, whole school ethos through effectively raising achievement for **Mathematics**.
- Demonstrate effective leadership through challenge and support in **Mathematics**.
- Provide guarantees that robust, effective and evaluative actions will ensure high standards of achievement of mathematics for all Pinkwell pupils
- Take shared responsibility for personal development, behaviour and safety of pupils.

### **Leadership Responsibilities**

- To play an active strategic role in reviewing the **SEF** and identifying actions for **School Development Plan**
- To take on the role of, which will involve close liaison with the school's leadership team to lead on tracking pupil progress and attainment in mathematics.
- Play a leading role in the positive implementation of mathematics initiatives, policies and procedures in the school.
- To be flexible in the allocation of responsibilities through the school to reflect the needs of the school, expertise of staff and professional development of post holders.
- Assist in the induction and professional development of all staff members in mathematics
- Take a role in the performance management of staff.
- Welcome all those unfamiliar with the school environment such as new staff, supply staff, student teachers, parent helpers and visitors and to help them feel at their ease.
- Play a leading part in facilitating good communication with all staff
- Work with the Principal to identify priorities for resource allocation and on the annual setting of the school budget.
- To further your own professional development by attendance at relevant courses.
- To lead maths faculty.

### **Teaching and Learning Responsibilities**

- Exhibit a deep knowledge and understanding of mathematics across the school.
- Demonstrate a good knowledge and understanding of provision for mathematics.
- Take responsibility for monitoring and developing teaching and learning of mathematics for both **teachers** and **learning support staff** through a variety of strategies, including scrutiny of planning and pupils' work and lesson observations. E.g times table trackers
- Promote self-evaluation as part of planning, pupils' books and lesson observations and data tracking.
- Consistently, present a model of good practice for **mathematics** across the school, including through whole class and small group teaching.
- Ensure staff underperformance as part of either whole class or intervention teaching in mathematics is addressed quickly through support planning, modelling of good teaching to minimise the impact on pupil progress.
- Ensure that the needs of all pupils are met through the provision of an inclusive broad, balanced and rich mathematics curriculum.
- Set high expectations for **mathematics and mathematics across the curriculum**, including through the provision of INSET and the support of the subject leaders

### **Personal development, behaviour and welfare responsibilities**

- Play a full part in the school's safeguarding arrangements ensuring pupils who are looked after or in care, pupil premium children or pupils who have special guardianship progress in mathematics.
- Monitor pupils' behaviours and attitudes across the **whole school** and ensure staff demonstrate complete fidelity to behaviour policy and procedures.
- As a leader for safeguarding, monitor the role of **whole school** HLTAs in tracking behaviour and rewards and ensure all teachers, support staff to have fidelity to the school's behaviour policy
- Work collaboratively with **Safeguarding Team** to uphold Child Protection procedures.
- As Maths Leader, monitor the impact of attendance on maths progression across the school
- Set high expectations with **Inclusion Team** to identify additional interventions for those pupils whose behaviour or SEN needs are impact on progress for whole class.
- Support staff to identify pupils' SEMH behaviour that would require additional intervention through IBPs leading to possible EHC plans evidence with specific regard to maths
- Help to create and maintain an attractive, effective and stimulating environment for learning for maths across the whole school.

### **Pupil Outcomes Responsibilities**

- Review the school's, the trust's and national data for mathematics including Raise, FFT and Ofsted dashboards and base analysis to identify key actions for improvement.
- Ensure that across the whole school, current pupils make substantial and sustained progress in Maths, developing excellent knowledge, understanding and skills, considering their different starting points.
- Monitor the mathematical progress of disadvantaged pupils and pupils who have special educational needs and/or disabilities currently on roll matches or is improving towards that of other pupils with the same starting points in mathematics.
- Work in partnership with SLT members to ensure termly analyses of school performance for a range of audiences and maintain Pupil Progress meetings.
- Monitor, in conjunction with the Inclusion Team, the implementation and effectiveness of intervention strategies to support pupil progress maths across the school.

### **Review arrangements**

*The details contained in this job description reflect the content of the job at the date it was prepared. However, it is inevitable that, over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the school will expect to revise the job description from time to time and will consult with the post holder at the appropriate time*