

Job Title:	Tutor to support Disadvantaged students: Maths
Multi Academy Trust:	Ted Wragg Multi Academy Trust
School:	St James School
Responsible to:	Head of Maths
Salary grade:	£25 per hour
Working pattern:	Casual during term time

Key purpose of job

- To support students to develop their skills in Maths through 1;1 tuition.

Anticipated outcomes of post

- DS student outcomes in Maths are improved at KS4
- Key DS students show a higher level of engagement and confidence in Maths

List key duties and accountabilities of the post

- To assess the prior knowledge and understanding of students receiving 1;1 or small group support so that appropriate intervention can be planned.
- To plan and deliver sessions focusing on key skills to selected students in a 1;1 or small group setting.
- To liaise with the classroom teacher to ensure support is appropriate, and will support students in reaching their target grade.
- To inform the classroom teacher of outcomes of sessions, giving feedback on areas the students is showing improvement in and areas where the student still needs targeted support.
- To stay informed of specification demands and St James Maths curriculum changes so intervention is appropriate and promotes good outcomes.
- To support the wellbeing of students by reporting any safeguarding or welfare concerns to the safeguarding officer.

Budgetary / Financial Responsibilities of the post

- None

Supervision / Line Management Responsibilities of the post

- None.

Working Environment & Conditions of the post

- In support of the Trust's vision and ethos of shared teaching and learning to improve educational outcomes for

young people, the post may be required to travel within any school in the Ted Wragg Multi Academy Trust.

Other Duties

- To undertake additional duties as required, commensurate with the level of the job.

Other Duties

- All staff must commit to Equal Opportunities and Anti-Discriminatory Practice.
- The Trust operates a Smoke-Free Policy and the post-holder is prohibited from smoking in any of the Trust buildings, enclosed spaces within the curtilage of buildings, and Trust vehicles.
- The post-holder will be expected to have an agreed working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, members of other agencies and community members.
- The post-holder is expected to familiarise themselves with and adhere to all relevant Trust and School Policies and Procedures.
- The post-holder must comply with the Trust's Health and Safety requirements specifically for the school they are working at
- This post is based at St James School but the post holder may be required to move their base to any other location within the Trust upon request
- The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

As this post meets the requirements in respect of exempted questions under the Rehabilitation of Offenders Act 1974, all applicants who are offered employment will be subject to an Enhanced Disclosure and Barring Service Check (DBS) before the appointment is confirmed. This will include details of ALL cautions, reprimands or final warnings as well as convictions, whether "spent" or "unspent". Criminal convictions will only be taken into account when they are relevant to the post

Person Specification

	Essential / Desirable	Evidence
Demonstrate a passion for supporting young people and their families	E	I
Demonstrate an ability to motivate young people	E	I
Experience working with young people in an educational context	E	A,I,R
Experience or knowledge of the new Maths GCSE specification	D	A,I,R
Have excellent time keeping	E	R
Work to strict timescales	E	I, R
A good sense of humour	E	A, I, R
Excellent communication skills, both verbal and written, with a diverse range of people of various levels	E	A, I, R
An ability to organise, plan and prioritise time effectively	E	A, I, R
Flexibility and adaptability	E	A, I, R
Be a role model and contribute to sharing high quality practice within the team	E	A, I, R

Key to Evidence:

A – Application Form & Letter

C - Certificates

I – Interview

R - References