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**A SPECIALIST SCIENCE SCHOOL**

Headteacher

Debbie Smith B.Ed, NPQH

**Job Title: Maths Subject Leader**

**TLR: 1/5**

**Key Accountabilities:**

|  |  |
| --- | --- |
| 1. | Raise student achievement at all Key Stages |
| 2. | Lead and manage the team of subject teachers |
| 3. | Secure high standards of teaching and learning within department |
| 4. | Develop and monitor clear schemes of work for all Key Stages with regard to whole school teaching and learning policy |
| 5. | Develop, implement and monitor curriculum policy |

**Duties to include:**

|  |  |  |
| --- | --- | --- |
| 1. |  | Monitor and support student progress |
| 2. |  | Effectively manage and deploy teaching and (where appropriate) support staff, manage financial and physical resources within the department |
| 3. |  | To write and update the Department Development Plan |
| 4. |  | Implement developments in the subject |
| 5. |  | Evaluate standards of teaching and learning |
| 6. |  | Undertake regular lesson observations within the department |
| 7. |  | Encourage the sharing of good practice within the department |
| 8. |  | Monitor and develop feedback within the department |
| 9. |  | Lead department meetings |
| 10. |  | Make arrangements for classes when staff are absent liaising with the cover supervisor |
| 11. |  | Encourage and lead the continued professional development of teachers in the department |
| 12. |  | Develop, monitor and evaluate curriculum courses |
| 13. |  | Ensure subject teachers actively implement key aspects of the school’s behaviour policy and support staff with behaviour management |
| 14. |  | Attend subject leaders meetings and other staff meetings as appropriate |
| 15. |  | Assist with staff appointments |
| 16. |  | Liaise with examination co-ordinators on examination entries |
| 17. |  | To lead the promotion of the department for new students entering Year 6 and those entering Year 12. |

**Line Manager:** Senior Leadership Team

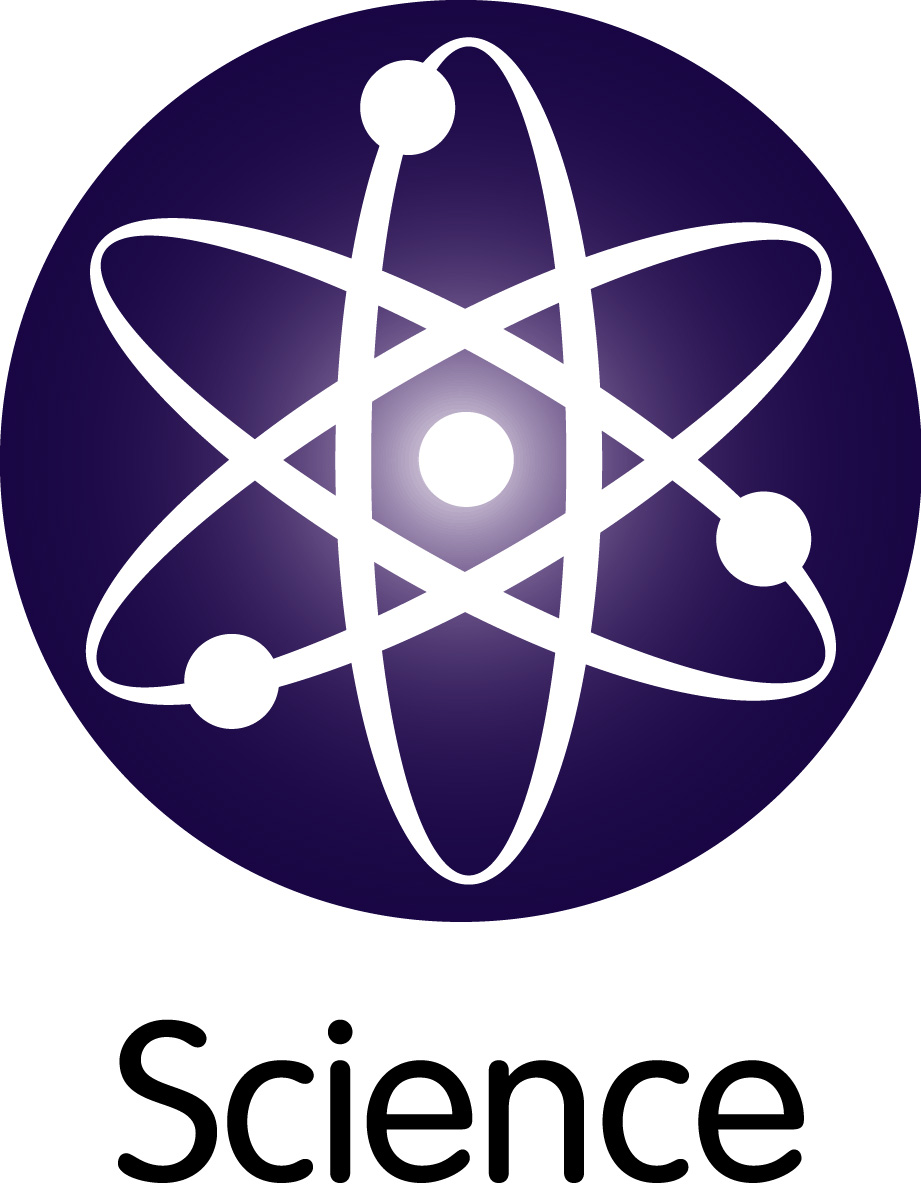
**Line Management:** Subject Teachers











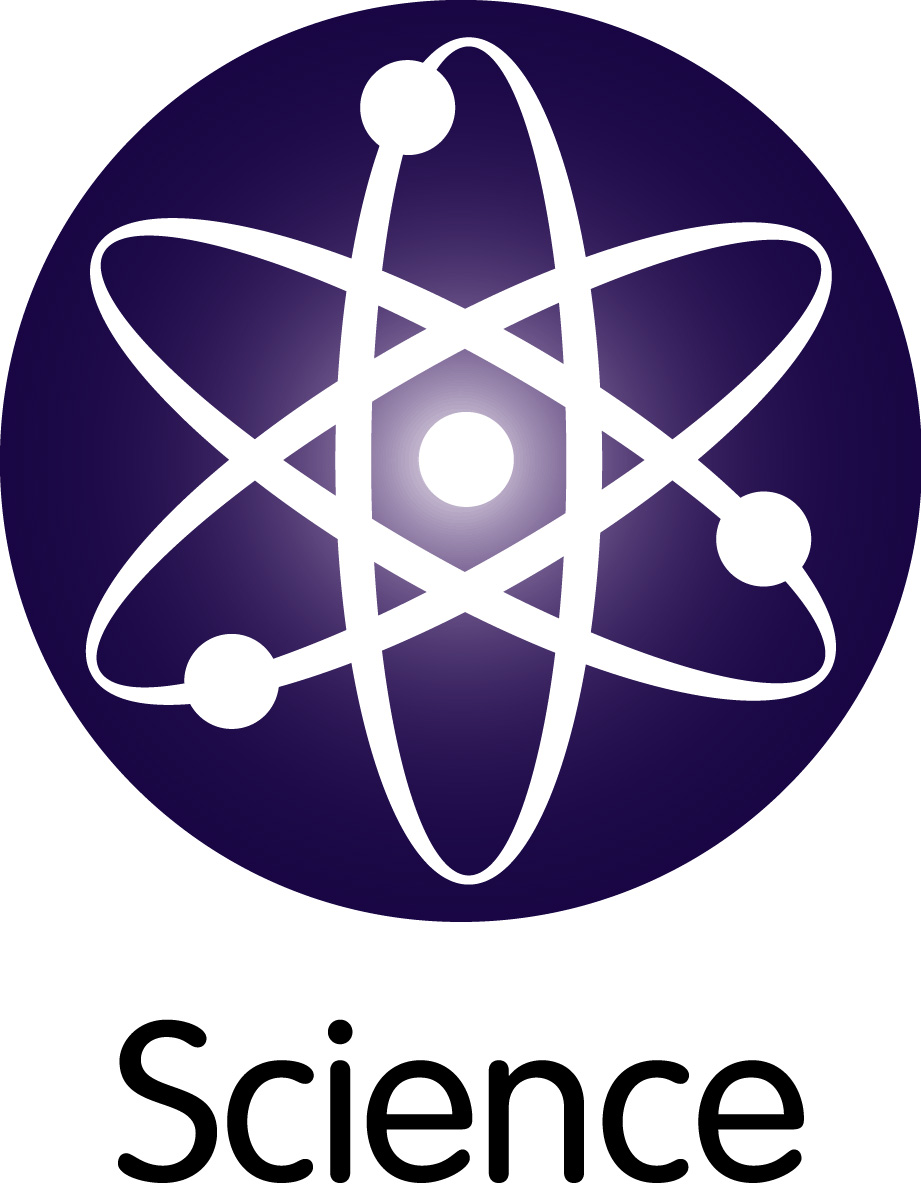
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