



# Teacher of Maths Application Pack

Learning Together in Christ  
Dysgu A'n Gilydd Yng Nghrist



Join us at St Richard Gwyn Catholic High School  
and be a key part of our happy  
and successful team

## Teacher of Mathematics

Start Date: 1 September 2023(or as near as possible) Salary Range: MPS/UPS

The Governors of St. Richard Gwyn Catholic High School are looking to appoint a highly-motivated, creative and innovative teacher of Maths. The successful applicant will teach across KS3 and 4; having the opportunity to shape and innovate our learners' experience as we develop and refine our practice in readiness for the new curriculum. There is a possibility of teaching A level Maths for a suitably qualified teacher.

We welcome applications from candidates who are passionate about Maths and who are able to enthuse, engage and motivate learners. We expect the successful candidate to support the subject leader in developing the maths curriculum across the school. We intend to provide a rich programme of extra-curricular experiences for pupils to enjoy.

St Richard Gwyn is a successful 11-18 mixed Catholic comprehensive school in the Diocese of Wrexham, serving the population of Flintshire, North Wales. With approximately 785 students on roll including the sixth form, the school has a strong ethos and is a vibrant Christian community. The school is located near the A55 and is easily accessible to north Wales and the north west of England.

Informal visits to the school are welcome.

If you would like to arrange a visit, please contact Mrs V Carr  
email: [viv.carr@strichardgwyn.flintshire.sch.uk](mailto:viv.carr@strichardgwyn.flintshire.sch.uk) or  
telephone: 01352 736900

Please email completed applications to the Headteacher  
email: [catherine.mccormack@strichardgwyn.flintshire.sch.uk](mailto:catherine.mccormack@strichardgwyn.flintshire.sch.uk)  
Closing date for applications: **Monday, 5<sup>th</sup> June, 2023 at 12noon.**  
Interviews: TBC

Please note that candidates must use the Catholic Education Service application form available on the school website. The post is not restricted to catholic applicants, but the successful candidate must support the school's mission and ethos.

---

## Letter from the Headteacher

---

May 2023

Dear Colleague,

Thank you for taking the time to find out more about St. Richard Gwyn Catholic High School and working here.

My ambition is that every student and member of staff thoroughly enjoys their time with us.

We are very proud of the extensive positive contributions our students make to their school and wider community and believe this demonstrates our students will be excellent citizens of the future. Our staff work very hard to help our students develop a wide range of exciting skills, and that our nurturing community ensures they are highly successful now and in their future. As a Catholic school, we are committed to ensuring that each member of our community feels loved and valued, recognising that each of us is unique, with our own gifts and talents to be nurtured.

A strong partnership with parents and carers is essential to the success and happiness of each student and the positive impact our school can make. My commitment is that every student at St. Richard Gwyn feels fully supported and seizes every opportunity, opening as many doors for them as possible.


I have very high expectations of myself, our staff and students and I expect all of us, inspired by the values of the Gospel, to try our very best. By ensuring our Gospel values are at the centre of everything we do, our students feel empowered and become resilient young people who play an active role in navigating their own futures. Our students are encouraged and equipped to develop skills that enable them to be leaders of their own learning and achieve their individual goals.

St Richard Gwyn CHS is a great place to work and offers all staff exceptional professional development opportunities through both school wide and bespoke programmes.

The school is committed to safeguarding and promoting the welfare of children and young people in its school. If you share our commitment to educational excellence and feel that you can make a difference during the school's next stage of development, we would love to hear from you.

To apply, please complete the Catholic Education Service application form. In your application you should address each of the points in the draft person specification. The post is not restricted to Catholic applicants.

Best wishes,



Catherine McCormack

# Draft Job Description

## Ysgol Uwchradd St. Richard Gwyn Catholic High School



### Job Description: Teacher

**Salary / Grade: MPS/UPS - appropriate to the STPCD (Wales) 2023**

**Reporting to:** For day-to-day operations, a teacher is directly responsible to their Curriculum Leader and their Head of Year for pastoral issues.

### Purpose

- To offer all learners an effective education in a stimulating, Catholic environment, which provides equality of opportunity for all and is based on the Gospel values.
- To deliver the planned curriculum as relevant to the age and ability group/subject, other relevant initiatives and the school's own schemes of work, ensuring that each child's needs are met.
- To be accountable for students' attainment, progress and outcomes.
- To work in collaboration and partnership with learners, parents/carers, governors, other staff and external agencies.
- To be responsible for promoting and safeguarding the welfare of children and young people within the school.

### Duties and Responsibilities

#### Teaching and Learning

All teachers are required to carry out the duties of a school teacher as set out in the current *School Teachers Pay and Conditions (Wales) 2020* document and to uphold the professional standards for teachers in Wales.

- i. Set high expectations that inspire and motivate students.
- ii. Demonstrate good knowledge of the subject area and the curriculum.
- iii. Plan for progression across the age and ability range you teach, designing effective lessons/programmes of study that meet the needs of all learners and follow the curriculum plan and scheme of work for the subject area.
- iv. Teach challenging lessons, using an appropriate range of teaching strategies, which meet individual learners' needs and follow the school policy for teaching and learning.
- v. Adapt teaching to respond to the strengths and needs of pupils.
- vi. Set appropriate homework in line with school policy.
- vii. Set work to be completed during planned absence.
- viii. Work collaboratively as directed by the Curriculum Leader and Subject Line Manager on the preparation and development of teaching and assessment materials.

#### Assessment, Recording and Reporting

- i. Provide timely, accurate and constructive feedback on learners' attainment, progress and areas for development in line with school policy. Ensure students understand in detail how to improve their work and are consistently supported in doing so.
- ii. Mark and return work set, including homework within an agreed and reasonable time following school marking and feedback policy at all times
- iii. Use an appropriate range of strategies for monitoring, assessment and recording as a basis for setting challenging learning objectives and tracking learners' progress and attainment.
- iv. Keep appropriate records of students' work.
- v. Carry out assessment programmes, as required by school and curriculum leader following the school policy.
- vi. Upload data according to school assessment plan.
- vii. Complete pupil reports in line with school policy. Participate in Parents' evenings as required and keep parents informed about their child's performance and future targets.

## **Pastoral**

- i.Undertake responsibility for a tutor group and fulfil the role as outlined.
- ii.Ensure that the school meets its responsibility for collective worship in morning form and academic review.
- iii.Endeavour to build up a good relationship with the students in the form, so that they will look to you for support and advice.
- iv.Monitor the social and academic progress of all students in the tutor group and intervene according to the school's pastoral policies where necessary. Liaise with the Head of Year and follow guidance issued by pastoral staff.
- v.Report issues of concern to the appropriate senior staff and follow the school's Safeguarding Policy.
- vi.Maintain an accurate register of attendance and do everything possible to encourage good attendance.

## **Performance management**

The teacher will be part of the school's performance management scheme. You will have a line manager who will set agreed targets for the year. The line manager will monitor and review performance, including classroom teaching. The school will support the continuing professional development of all staff, to ensure that their expertise is kept up to date.

## **Professional development**

- i.Regularly review the effectiveness of your teaching and assessment procedures and its impact on students' progress, attainment and well-being, refining your approaches where necessary.
- ii.Be responsible for your own continuous professional development and participate fully in training and development opportunities identified by the school or developed as an outcome of your performance management.

## **Health and well-being**

- i.Ensure that you follow the school policy for Health and Safety.
- ii.Establish a purposeful and safe learning environment for learners.
- iii.Manage learners' behaviour constructively by establishing and maintaining a clear and positive framework for discipline, in line with the school's behaviour policy
- iv.Use a range of behaviour management techniques and strategies adapting them as necessary to promote self-control and independence of all learners
- v.Raise all concerns regarding the behaviour, progress or welfare/child protection of any learner with the appropriately identified person
- vi.Be responsible for promoting and safeguarding the welfare of children and young people within the school and follow the school safeguarding policy

## **Team working and collaboration**

- i.Participate in any relevant meetings/professional development opportunities at the school, which relate to the learners, curriculum or organisation of the school including pastoral arrangements and assemblies
- ii.Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them
- iii.Cover for absent colleagues within the remit of the *School Teachers' Pay and Conditions (Wales) 2020* document

## **Management**

- i.Contribute, where required, to the professional development of other teachers and support staff including the induction and assessment of new teachers, teachers serving induction periods
- ii.Ensure that colleagues working with you are appropriately involved in supporting learning and understand the roles they are expected to fulfil
- iii.Take part as required in the review, development and management of the activities relating to the curriculum, organisation and pastoral functions of the school



## **Administration**

- i.Participate in and carry out any administrative and organisational tasks within the remit of the *School Teachers' Pay and Conditions (Wales) 2020* document
- ii.Register the attendance of and supervise learners, before, during or after school sessions as appropriate

## **Other**

- i.To support and promote the Catholic ethos of the school.
- ii.Be a positive role model in terms of behaviour, work and attitudes.
- iii.Set high standards for work and behaviour in the class and all other areas of the school.
- iv.Carry out break time and other duties as directed and within the remit of the *STPCD (Wales)2020*
- v.Communicate and consult with the parents/carers of learners
- vi.Communicate and co-operate with any relevant external bodies
- vii.Be fully conversant with the school's procedures and policies

## **Exercise of particular duties**

Perform any reasonable duties as requested by the headteacher.

## Person Specification

Criteria	Essential	Desirable
<b>Qualifications</b>		
Qualified Teacher Status	✓	
Evidence of appropriate continued personal and professional Development		✓
<b>Experience and Attributes</b>		
An excellent teacher	✓	
The ability to teach KS 3 & 4	✓	
Successful teaching experience at teaching		✓
Secure knowledge of the characteristics of effective learning, teaching, and assessment in the subject	✓	
A proven track record in improving results and ensuring students make ambitious levels of progress		✓
The ability to implement clear, consistent and effective approaches to learning, securing excellent relationships and behaviour	✓	
The ability to lead, motivate and inspire pupils and to forge positive relationships with parents	✓	
An excellent understanding of pupil assessment and target setting for individual pupil improvement and how that analysis contributes to high standards	✓	
The ability to teach a second subject		✓
<b>Personal Qualities</b>		
Ability to help develop and to support a vision of high quality Catholic education based on the values of the Gospel and expressed in the school mission statement.	✓	
Energy, drive and enthusiasm	✓	
Excellent interpersonal and communication skills	✓	
Ability to inspire and motivate others	✓	
Ability to analyse information and use sound judgement in complex situations	✓	
Ability to plan and organise time effectively, work under pressure and meet deadlines while keeping equilibrium.	✓	
A sense of humour, cheerful demeanour and positive, can-do attitude	✓	
Ability to support a team culture	✓	
A capacity for hard work and willingness to "go the extra mile"	✓	

---

## About Our School

---

St. Richard Gwyn Catholic High School is a Catholic school in the Diocese of Wrexham, serving the population of Flintshire. We belong to the wider community of Catholic schools across the world, which are rooted in the traditions and heritage of Catholic education. The pupils and staff are hardworking and show great loyalty and commitment to their school. Behaviour and relationships are excellent and are steeped in our strong ethos of respect for all. We enjoy great support from our local community and our feeder parishes.

The role is significant and demanding and will provide excellent preparation for senior leadership. The successful candidate will be supported through a comprehensive package of professional learning and development opportunities locally and nationally.

### Priorities

#### **1. Catholic Life of the school**

Continued affirmation of our ethos through the development of a new mission statement, excellent opportunities for pupil and staff faith formation, participation in liturgical and sacramental celebrations and action in service for social justice

#### **2. Leadership and Management**

To ensure robust and rigorous leadership at all levels to secure continuous improvement, high expectations and outstanding achievement for all.

#### **3. Teaching, Learning and Assessment**

A clearly articulated rigorous curriculum and the development of an exciting new curriculum rooted in Gospel values, supported by highly effective teaching, and informed by well-researched pedagogical approaches to strengthen learning and assessment.

#### **4. Personal development, behaviour and well being**

Strengthen and develop robust policies and practices to ensure highly effective support for pupils' spiritual, moral, social and cultural development, and their emotional, mental and physical, wellbeing and safety.

#### **5. Achievement and Standards**

Have well established systems and process to secure excellent achievement and outcomes for all.

### Safeguarding

*SRGCHS is fully committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. An enhanced Disclosure & Barring Service certificate will be requested for the successful candidate in accordance with Safeguarding Children and Safer Recruitment in Education guidance.*



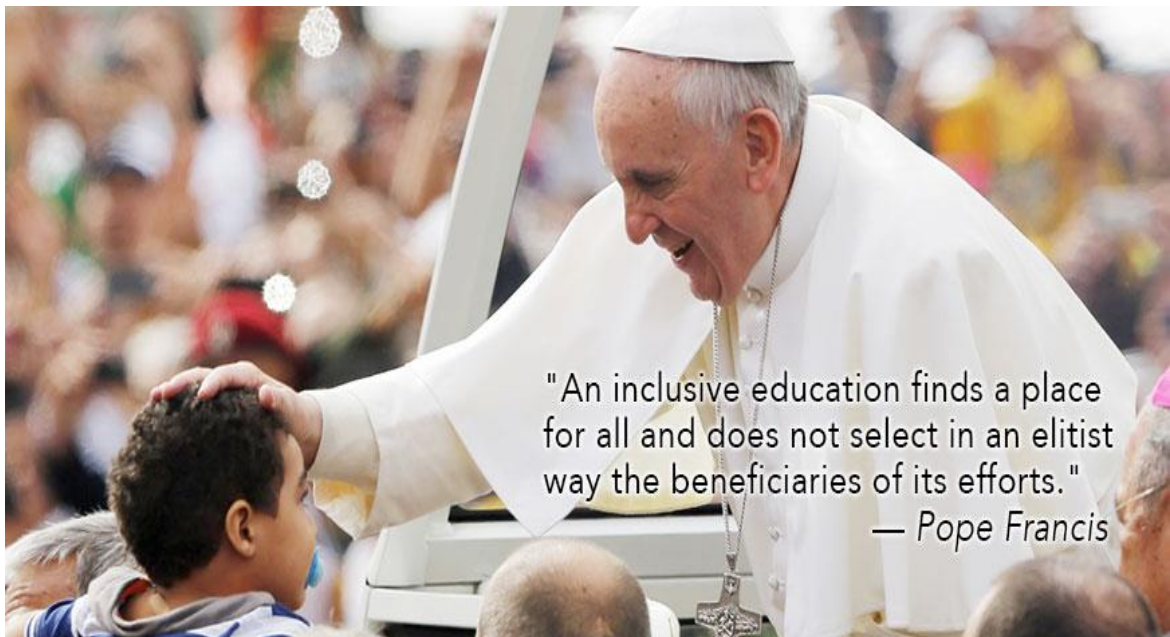
---

## Key Dates

---

Closing Date: Monday, 5<sup>th</sup> June 2023 at 12 noon

Interview date: TBC



St Richard Gwyn Catholic High School

Albert Avenue

Flint

Flintshire

CH6 5JZ

Tel: 01352 736900