



**Job Title:** Part-Time Learning Development Maths Teacher Years 4-8  
(Fixed Term Contract initially up to one year, working a 60% timetable)

**Responsible to:** Director of Learning Development

### **Learning Development Department**

The Learning Support Department is an integral part of the School community. The Department enjoys a close and caring relationship with parents, children and colleagues. Staff members in both the wider School community and the Department are aware that all teachers are teachers of SEND. The Department is positively committed to sharing talents and working together as a school community to help each child realise his/her potential. The Department is led by the Director of Learning Development, who is responsible for the day-to-day running of the department, for co-ordinating resources and managing staff

### **Main Purpose of Job**

- To teach on an individual or small group situation a caseload of children experiencing specific maths learning difficulties
- To support the Director of Learning Development and Head of Maths in providing for the maths learning needs of pupils in years four to eight with – or evolving - special educational maths needs
- To communicate positively with parents and colleagues on child's needs and strengths
- To support the Director of Learning Development in developing and maintaining SEND identification, assessment and pupil progress tracking within the department and across the school in relation to maths in years four to eight
- To support the Director of Learning Development in maintaining and reviewing departmental policies, practices, record keeping, information dissemination and administrative tasks in relation to maths in years four to eight
- To be a positive, proactive and committed member of The Learning Development Department
- Perform any other duties as identified to reflect changes in the job description and commensurate with the level of remuneration as requested by the Headmaster

### **Key Responsibilities**

#### **Teaching and Learning**

- Be a successful, enthusiastic & effective teacher of pupil's with specific learning difficulties impacting maths
- Provide appropriate and effective maths learning support to pupils in years 4 – 8, according to

pupil's need as agreed with the Director of Learning Development

- Engage positively and effectively with parents and teachers to ensure parties are able to engage in the process of understanding and identifying a child's learning needs
- Identify, adopt and advocate the most effective teaching approaches for caseload pupils
- Keep abreast of contemporary educational issues
- Effectively utilise ICT in teaching and administration processes
- Demonstrate a high level of commitment to SEND and the school
- Maintain an up to date knowledge of current maths and SEND developments, strategies and resources

### **Recording and Assessment**

- Assess, plan, teach and report on caseload of maths support pupils
- Collaborate with maths teachers and analyse assessment information of individual pupil's referred for maths support years four to eight
- Develop effective Individual Educational Plans and / or provision maps for pupils
- Maintain appropriate records of pupils

### **Standards and Quality Assurance**

- Support the aims and ethos of the school and contribute to the spiritual side of school life.
- Set a good example in terms of dress, punctuality and attendance.
- Attend and participate in open mornings.
- Attend Learning Development Department and Maths Department meetings
- Uphold the school's behaviour code and uniform rules.
- Participate in INSET and undertake appropriate on-going professional development

### **Other duties and responsibilities**

- Work constructively as part of the Learning Development Department and be an active member of the Common Room
- Share specific areas of expertise, which would be beneficial towards the running, or development of the school
- Participate in the general day to day activities of the school as a whole as appropriate. All teaching staff are expected to attend staff meetings, Parents' evenings, Open Days and Training days as required by the Headmaster
- Perform any other duties commensurate with the level of the position as requested by the Director of Learning Development or the Headmaster

**PERSON SPECIFICATION**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>	<b>Evidence</b>
<b>Qualifications</b>	Qualified teacher status. SpLD qualification	Evidence of continued professional development in the areas of SEND  Evidence of continued professional development in the areas of maths  Experience with assessments used to identify maths SpLD	
<b>Experience</b>	Successful teaching of children with specific learning difficulties, particularly in the area of maths	Experience of teaching to common entrance / year 8 maths  Experience of teaching maths in years 4 - 8	
<b>Curriculum</b>			
Learning & Teaching	Awareness of current developments in education  Understanding of effective strategies for learning and teaching  A passion for exploring how pupil's learning can be extended	Knowledge of on-line maths programmes	
Standards of Achievement	Able to effectively assess, identify, plan, implement and monitor support for a range of maths learning needs in Years 4-8  Understand the target setting process  Understand effective use of data to improve learning	An understanding of the demands of Common Entrance syllabus and exams	
Curriculum	Understand the effective planning of the curriculum, including assessment for learning, recording and reporting to parents  Understanding of the demands of Common Entrance Maths syllabus and exams	Experience of developing individual / school wide maths support programmes for pupils	
<b>Skills</b>			
Relationships	A ready ability to communicate	Desire to look for ways to	

	positively and effectively with children, parents and staff  Commitment to the school's wider community	enhance and build relationships between the Learning Development Department and the wider school community	
Communication/ Interpersonal	Ability to communicate positively and effectively verbally and in writing  Calm and resilient under pressure  Able to deal sensitively with people and resolve problems.  Positive, enthusiastic and motivated approach with an inclusive sense of humour  Flexible, approachable and adaptable to ways of working	A positive willingness to adapt to developments in educational thinking and initiative	
Technology	Competent in the use of ICT		
<b>Behaviours/ Values</b>			
	Commitment to the values and ethos of Great Walstead School  Eagerness to investigate how children learn and in what contexts they learn best.  Willingness to take responsibility and to work both alone and as part of a team	Have appreciation for a growth mind-set	

### Terms and Conditions

Whilst every effort has been made to explain the main duties and accountabilities of the post, each individual task undertaken may not be identified.

Employees will be expected to comply with any reasonable request from the Headmaster to undertake work of a similar level that is not specified in this job description.

The school day runs from 8.30am to 4:30pm Monday to Friday. The doors are open to children at 8.30am and general teaching staff are expected to be at school and ready for the children by that time and to stay until approximately 5.00pm if working a full day. Learning Development Teachers are expected to offer lessons at 7:45 am; before the school day. At least three days before term starts should be kept available for preparation and INSET sessions. Attendance at late afternoon or early evening planning meetings and periodic Parents' Evenings will be required. These are minimum requirements – the School expects staff to demonstrate a high level of commitment, contributing to the wider life of the community.