Teacher of Mathematics
Maternity Cover September 2021- April 2022

Job Purpose

Under the guidance of the Head of Department, the Teacher of Mathematics is responsible for teaching Mathematics at GCSE and A-level, according to the school timetable.

Principal Responsibilities

1. To maintain high standards of preparation, teaching and marking of work.
2. To encourage all students to achieve the highest standards of which they are capable.
3. To recognise excellent achievement and effort through appropriate and regular feedback, according to departmental and school policies.
4. To encourage students to make use of the variety of learning resources available including information and communications technology, and to use ICT in the delivery of the curriculum.
5. To contribute to the arrangement of attractive displays of students' work in school.
6. To participate in the development of appropriate syllabuses, materials and schemes of work.
7. To contribute to the setting of school tests and examination papers and to take an appropriate share of examination marking.
8. To write accurate reports for parents according to the Kent College guidelines.
9. To attend and contribute to departmental meetings.
10. To continue with personal professional development through appropriate in-service opportunities and to participate in staff professional review.

General Duties

1. To uphold the ethos, aims and objectives, reputation and good name of Kent College.
2. To carry out an appropriate share of supervisory duties in accordance with published schedules.
3. To be a tutor/assistant form tutor, if required.
4. To attend Parents and Progress Meetings concerning all the girls you teach and to attend Study Support, Staff Meetings and In-service training.
5. To contribute to the extra-curricular programme including occasional weekend events.
6. To attend major school events, including Saturday events such as October Open Day, 11+ Entrance Day, Sports Day, Speech Day and occasionally Year 5 Fun Day and/or Year 6 Welcome Morning.
7. To undertake First Aid training, at the school's expense, and be willing to administer basic first aid if required.
8. To follow safe practice in all areas of school life.
9. To carry out any other reasonable duties falling within your capabilities depending on the needs of the school.