Job Description

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| **Job Title** | **Curriculum Lead – Maths** |
| **Purpose of Role** | * To inspire, motivate and challenge through the planning and delivery of high quality learning experiences leading to good progress and outcomes for all students. * To manage behaviour effectively to ensure a good and safe learning environment and high quality pastoral support. Promote personal development and the welfare of students. * To fulfill the wider professional responsibilities of being a teacher, through supporting policies & initiatives and as detailed within the Teachers’ Standards as set out by the DfE. * Coordinate and develop your curriculum area contributing to whole College improvement priorities. |
| **Responsibilities To:** | SLT/Faculty Lead |
| **Salary Grade** | MPS/UPS + SEN (TLR / additional SEN point depending on experience) |
| **Main Duties** | **Quality of Education**  Follow the school guidance on Teaching and Learning and ensure that you:   * Plan and implement effective lessons that allow all students to learn well; developing and consolidating their knowledge, understanding and skills, working collaboratively with other staff where required. * Take lead responsibility for an area of the curriculum within a College, supporting the Faculty leader in curriculum design and qualifications and the line management of staff in your curriculum area. * Embed the teaching of reading, writing and communication, and where appropriate, mathematics enabling students to make good progress throughout the curriculum * Maintain and use secure knowledge, pedagogy and understanding of the subjects taught to plan learning that sustains students’ interest and challenges their thinking. * Work in accordance with EOTAS assessment policy to use prior assessment data and regular assessment information to set appropriate and demanding expectations for pupils' learning, motivation and presentation of work. * Undertake a range of assessment, reporting and recording tasks as agreed in EOTAS policy in a timely and professional manner including the maintenance of accurate records of students’ work. * Work in accordance with the EOTAS marking policy to mark, monitor and return work within a reasonable and agreed time span providing constructive oral and written feedback and clear targets for future learning as appropriate. * Use assessment data to identify students who need further support to make expected progress and take action to address the issues. * Understand the SEN Code of Practice for identification and assessment of Special Educational Needs (including Gifted and Talented) and keep appropriate records on Individual Education Plans for students.   **Behaviour and Attendance**   * Work collaboratively with tutors, pastoral staff and the multi-agency team to promote high expectations for attendance (linked to progress), setting work for students who are persistently absent from school or excluded. * In accordance with the EOTAS behaviour policy, set high expectations for students' behaviour and maintain good discipline by establishing a purposeful working atmosphere.   **Personal Development:**   * Support all students to become confident, self-assured learners with excellent attitudes to learning which has a strong, positive impact on their progress and who are well equipped for the next stage in their education, training or employment. * Undertake the role and responsibilities of a Tutor.(see behavior policy) * Be the first point of contact for parents of students in the Tutor Group. * Engage parents to be involved and share responsibility for students’ progress and achievement. * Monitor (and set targets for) the social and academic progress of individuals in the Tutor Group. * Promote good attendance and monitor in accordance with the attendance policy. * Use Tutor Role to ensure students are ready to learn. Be familiar with case management to make referrals for additional support and to share information.   **PROFESSIONAL STANDARDS:**   * Support the aims of EOTAS to promote a positive, safe and aspirational learning environment. * To treat all students fairly, consistently and without prejudice. * Promote equality of opportunity and an acceptance of diversity, tackling the use of derogatory or aggressive language and challenging stereotyping and prejudice-based bullying. * Set a good example to students in terms of appropriate dress, standards of punctuality, attendance and conduct. * Promote the aims of EOTAS by attending and participating in appropriate events, e.g. Open Evenings, Options Evenings etc. * Support the ethos of EOTAS by upholding the behaviour code, uniform regulations etc. * Take responsibility for own professional development and participate in staff training when provided. * Reflect on own practice as well as the practices of EOTAS as part of college self-evaluation. * Be aware of and follow the policies of EOTAS. * Participate in the management of EOTAS by attending various team and staff meetings. * Ensure that all deadlines are met as published. * Be proactive and take responsibility for matters relating CP, Safeguarding and health and safety.   All duties in the job description may be varied to meet the changing demands of the School at the reasonable direction of line manager and the Headteacher and are reviewed annually. This job description indicates the way the post holder is expected and required to perform and complete the duties as set out. The postholder will be predominantly based at one College although working across multiple sites will be required. |