



Job Description

Post Title:	Teacher of Mathematics
Job Grade:	NQT/MPS
Responsible to:	Director of Learning (Mathematics)

Job Purpose:

- To ensure that the school aims are put into practice and to lead the drive for continuous improvement
- To promote, monitor and support student learning and be responsible for student progress and development within the Maths Department
- To raise standards of student attainment, attitudes to learning and achievement in the Maths Department

Key Processes

All members of the Longdean School are expected to contribute to the following processes:

- Raising student achievement
- Standards monitoring, performance tracking and intervention
- Effective deployment of resources
- Administration
- Promotion of the School/PR/Marketing
- Celebrating success
- Accountability
- Support School Improvement Planning

Key Areas of Responsibility

The postholder will, under the Headteacher's overall direction, be expected to contribute to the leadership of the School on a range of issues. It is School policy to review and redistribute specific responsibilities within the SLT periodically. The initial responsibilities of the post are:

a) Professional Standards

- To ensure that student achievement in Maths is maximised
- Uphold the school's reward & behaviour policy, attendance and punctuality policies, classroom codes & uniform regulations

b) Teaching & learning

- Carry out teaching duties in accordance with the school's schemes of work and the defined National Curriculum

- As a member of a Maths department work with colleagues and support staff to deliver units of work in a personalised way
- Ensure that suitably differentiated material and learning pathways are provided to challenge all students at the appropriate level
- Understands the importance of literacy, numeracy and emotional intelligence in raising achievement for all
- To be involved in the setting of appropriate targets for students studying Maths and to communicate those targets with students and parents
- Use data to make secure judgments about the standards of students' attainment, rate of progress and personal development in Maths based on evidence measured against prior attainment targets
- Identify short and long term objectives to improve the learning of students in Maths
- Be accountable to the Director of Learning Maths for the progress of students in Maths and their attitudes to learning

c) Assessment & Recording

- Keep records of attainment, homework set, and attendance and outline lesson plans
- Provide reports within the school's reporting timeline and additional student progress sheets when requested
- Liaise with parents on students' progress using the school diary, letters, phone calls and consultation evenings

This job description should be read in conjunction with the Statutory Requirements contained in the current version of the School Teachers' Pay and Conditions document

Please note that Longdean School operates a no smoking policy