



The Petchey Academy
Inspiring & supporting every child

Teacher of Maths & Further Statistics Job Description

Please note that this job description is a draft. Changes can be expected in the light of further development within The Academy and the appointee's strengths and experience taken within a review of the roles of senior staff.

Post:	Teacher of Mathematics & Further Statistics
Grade:	Main Scale
Status:	Permanent, Full Time
Working Hour:	Academy Teaching Staff will work 200 days per annum and work such times as required to ensure effective and efficient education for our students

Purpose and objective of post

The teaching of students and the associated pastoral and administrative duties in respect of those students in accordance with the aims and objectives of The Petchey Academy. Any additional duties as may be required from time to time by the Principal.

Key Accountabilities

- To promote and be committed to the academy's ethos and to implement the academy policies
- To teach the students assigned to you according to their educational needs, including the setting and marking of work to be carried out by the students in the academy or elsewhere
- To plan and deliver high-quality, differentiated lessons on a day-to-day basis
- To contribute to the development of schemes of work for relevant key stages
- Assessing, recording and reporting on the development, progress and attainment of all students.
- Researching new topic areas, maintaining up-to-date subject knowledge and then devising and writing new curriculum materials
- Selecting and using a range of different learning resources and equipment
- To set and mark homework regularly to aid progression, keeping clear records of attainment and following up on non-submission
- To keep up to date with developments in mathematics and ensure that these changes are implemented in lesson delivery and schemes of work

Other Activities

- Managing pupil behaviour in the classroom and on Academy's premises, and applying academy's behaviour code
- Providing guidance and support for a specific group of students in the role of an academic tutor

- Participating in and organising extracurricular activities, such as after school clubs outings, social activities and sporting events;
- Making relevant records and reports;
- Communicating and consulting with the parents of students;
- Providing or contributing to oral and written assessments, reports and references relating to individual students and groups of students, for students, parents, employers and other bodies.
- Ensuring that the academy's Child Protection Policy is followed where there may be a concern;
- Ensuring that personal knowledge of The Petchey Academy's Health and Safety policies is updated and the practices are in accordance with it.

Meetings:

- Subject Meetings: Participating in Subject and Learning Centre Meetings
- Parent Meetings: Participate in formal and informal meeting with parents
- Staff meetings: attend and contribute to wider academy development
- Pastoral meetings: liaising with other professionals, such as learning mentors, careers advisers, educational psychologists and education welfare officers when appropriate to do so

Cover:

- Supervising, and so far as practicable, teaching any students whose teacher is not available to teach them, with appropriate arrangements for marking and feedback.
- Teachers must ensure that appropriate 'cover' work is provided in cases of absence.

Public examinations:

- Participating in arrangements for preparing students for public examinations and in assessing students for the purposes of such examinations.
- Participating in arrangements for students' presentation for and supervision during such examinations.

OUR COMMITMENT TO SAFEGUARDING

The Petchey Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

All successful applicants will be requested to undertake an Enhanced Disclosure and Barring Service check.

A Section 128 check will be carried out on individuals applying for any role that retains or has been delegated any management responsibilities under the terms of a direction made by the Secretary of State for Education.

OUR COMMITMENT TO EQUALITY

The Petchey Academy is committed to promoting equality for all students and employees. Every individual will be treated with courtesy and respect and their contribution to the learning process will be valued.