PLANTSBROOK SCHOOL

Plantsbrook LEARNING TRUST

'Be the best that you can be'

JOB DESCRIPTION

Title of Post: Teacher of Mathematics

Salary: Teachers' Pay Range according to qualifications and experience

Effective from: To commence September 2019

MATHEMATICS DEPARTMENT

Introduction to the Post

This is a permanent, full-time post to commence September 2019. It is payable on the Teachers' Pay Range according to qualifications and experience. Applications are welcome from NQTs and experienced staff.

The Mathematics department is a key department in the continued success of Plantsbrook School. Teaching mathematics at Plantsbrook School is enjoyable, demanding and rewarding. We believe that our pupils deserve the best education and that teachers are the most valuable resource in its delivery.

The Mathematics department consists of twelve specialist staff, including a Deputy Head and Assistant Headteacher. The department is led by a Subject Leader and supported by three Assistant Subject Leaders. Lessons are taught predominantly in eight classrooms. All of our classrooms have network facilities and one has 32 networked computers. There are eight further dedicated computer rooms within the school.

It is an exciting and challenging time to be teaching mathematics at Plantsbrook School. We are continuing to develop how we monitor pupils' progress and use data to support target setting, in addition to our primary focus on teaching and learning. There are many opportunities for high quality professional development.

We work hard to inspire our pupils by passing on our enthusiasm for the subject. We strive to achieve the highest quality of teaching within the department by sharing good practice, supporting each other in the classroom, working as a team and taking advantage of CPD opportunities. The importance of numeracy is recognised in our schemes of work and we are constantly seeking to develop these important aspects of education.

We set our students challenging targets to ensure that they achieve well in external examinations. In Key Stage 3 students follow a demanding Scheme of Work building upon the very good work being done in our feeder schools. We have been following the AQA Mathematics examination syllabus at GCSE and staff in the department have attended training sessions to ensure they are up to date with demands of the new specification. Our results at GCSE and A Level demonstrate strong levels of attainment and progress which are significantly higher than the national averages.

High results at GCSE allow a strong uptake of students taking A Level mathematics in the Sixth Form.

Years 7 and 8 are taught in three parallel blocks of 3 sets, years 9 to 11 are taught in two parallel blocks of up to 5 sets. We have a large and varied selection of teaching resources in the department and on the Mathematics department website.

The Mathematics department has always had good links with our partner primary schools and has led many successful curriculum projects with them, both bringing their children in to work with us and going out to them. More recently, we have begun to develop close supportive links with other local Secondary Schools' Mathematics departments.

PLANTSBROOK SCHOOL

GENERIC TEACHER JOB DESCRIPTION

1.0 JOB TITLE Subject Teacher/Form Tutor

2.0 JOB PURPOSE To promote the general progress and well being of individual pupils and of any class or group of pupils assigned to you principally but not exclusively by teaching and as a Form Tutor if required.

3.0 DUTIES AND RESPONSIBILITIES

3.1 Those duties and responsibilities undertaken by a teacher in relation to the teaching of children and the organisation of the Multi-Academy Trust:

a) Planning and preparing work for pupils assigned to you.

b) Teaching according to their educational needs, the pupils assigned to you, including the setting and marking of class work and homework carried out by those pupils, the number of lessons should not normally exceed that limit which has been agreed in the school.

c) Assessing, recording and reporting on the development, progress and attainment achieved by those pupils assigned to you.

d) Communicate with pupils, parents and carers in accordance with the school ethos, policies and practice.

e) Participate in arrangements for the appraisal and review of your own performance and, where appropriate, that of other teachers and support staff.

f) Regularly reviewing your methods of teaching and programme of work.

g) Participate in arrangements for your own further training and professional development and, where appropriate, that of other teachers and support staff including induction.

h) Taking all reasonable steps to maintain good order and discipline among pupils and safeguarding their health and safety both when they are authorised to be on the school premises and when they are engaged in authorised school activities elsewhere.

i) Participate, as appropriate, in meetings at the school which relate to the curriculum, administration or organisation of the school.

j) Participate in arrangements, as appropriate, for preparing pupils for public examination and assessment approved by the Secretary of State, recording and reporting such assessments and participating in arrangements for pupils' presentation for and supervision during such examinations.

k) Participate in an equitable system of cover in accordance with policies agreed between the School and the recognised Teacher Associations.

l) Attending assemblies unless a dispensation has been granted, registering the attendance of pupils and supervising pupils, whether these duties are to be performed before, during or after school sessions in accordance with school policy.

3.2 **SPECIFIC**

a) To ensure that the register is marked punctually and kept up-to-date as required by the law. All absence should be accounted for by notes from parents or guardians and any problems reported to the Achievement Co-ordinator for the appropriate Year Group in the first instance.

b) To deal with other returns and requests for information about pupils in the Tutor Group as required.

c) To contribute to and assist as required in keeping up-to-date the pupil records for each pupil in the Tutor Group.

d) To contribute to references, reports to outside agencies and the like, in consultation with colleagues.

e) To implement the School Policy on personal appearance, uniform and behaviour of the pupils.

f) To help pupils with individual guidance as necessary.

g) To attend assembly with the form unless a dispensation has been granted.

4.0 LINE MANAGEMENT – RESPONSIBILITY TO AND FOR

1. Responsible to the Headteacher (through Subject Leader and Departmental Supporter).
2. To an Achievement Co-ordinator for any tutorial activity.
3. Responsible for the supervision of persons providing support in the classroom.

5.0 PERFORMANCE MANAGEMENT

Teachers on the Main, Upper and Unqualified Teachers' pay ranges will have their salary reviewed annually in accordance with the Academy Trust Pay Policy. To move up the Main pay range or the Unqualified teachers' pay range one point at a time teachers will need to have made good progress towards their objectives, have shown they are competent in all elements of the Teachers' Standards and teaching should be at least good as defined by OFSTED.

If appropriate, for the postholder:

UPR:

- Any qualified teacher who is highly competent in all elements of the relevant standards and his/her achievements and contributions to the school are substantial and sustained, may apply to the Headteacher to be paid on the Upper Pay Range.

- *Highly competent in all elements of the relevant standards* means teaching performance which consistently meets all elements of the Teachers' Standards.

- *Substantial* means a significant contribution to improving standards of teaching and learning for other staff, through sharing and disseminating knowledge and skills by coaching, mentoring, demonstrating and curriculum development activities. The purpose of the contribution is to help those teachers improve the outcome for pupils. However, the teacher providing the support should not routinely be held accountable for the learning of pupils in the classes taught by other teachers.

- *Sustained* means maintaining these contributions over at least two years.

6.0 REVIEW AND AMENDMENT

This job description is normally subject to annual review. It may be amended at the request of the Headteacher or the postholder but only after full consultation with the postholder.

Job description issued, after consultation, by Ms T Campbell, Headteacher.

PERSON SPECIFICATION

Professional Qualities

You will:

1. Be an excellent teacher.
2. Have good classroom management skills and be able to help other departmental colleagues if needed.
3. Be committed to teamwork as a style of management, both within the department and within the school.
4. See your subject as being part of a wider picture which includes the whole curriculum.
5. Be committed to improving student achievement, including monitoring attainment, target setting and mentoring underachievers.
6. Be an efficient administrator.
7. Be committed to staff development and training, including performance management.
8. Be committed to equal opportunities and success for everyone in a comprehensive school.
9. Be committed to safeguarding and promoting the welfare of children and young people.
10. Be committed to the concept of the school at the heart of the community.

Personal Qualities

You will:

1. Enjoy working with young people and treat them with respect.
2. Be able to motivate and inspire students.
3. Be optimistic, enthusiastic and 'generous of spirit'.
4. Have a sense of proportion and humour.
5. Be equally literate and numerate, including using ICT.
6. Have the personality to deal with student discipline problems firmly and fairly.

TO APPLY:
If you would like to apply for the post, please complete the application form enclosed, together with other relevant information in support of your application.

The application form and details are also available on our website:
https://plantsbrookschool.co.uk/staff-vacancies-plantsbrook/

I look forward to reading your application. If you are shortlisted for this post you will be contacted by telephone. It is our practice, as part of the interview process, for interviewees to teach a 30 minute session, observed by a senior member of staff.

Note: If you have not heard from the school within 2 weeks of the closing date, please assume that you have been unsuccessful in your application.

CLOSING DATE: Friday 25 January 2019

Plantsbrook Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Please note successful candidates for all Plantsbrook Learning Trust vacancies will be requested to apply for an Enhanced Disclosure from the Disclosure and Barring Service, although a criminal record will not necessarily be a bar to obtaining the position.