

Job Description: Second in Maths/Lead practitioner

Post Title:	Deputy Head of Maths
Hours:	37.5 hours per week
Salary:	In line with UL Payscale
Responsible to:	Head of Mathematics
Conditions of Service:	United Learning Contract

Job Purpose:

The core purpose of role of the Second in Maths/Lead Practitioner is to support the Head of Department in driving the vision and ethos of that department (in line with the Academy ethos) and to ensure that all students/groups of students within their area make at least good progress and that the standard of teaching and learning enables all students to maximise their academic potential.

Achievement, Attainment and Progress

- To support the HOD in the regular tracking of student data on four matrix (and other department tracking systems) and implementing appropriate interventions to tackle underachievement.
- To support the HOD in contributing to discussions on course selection and implementation.
- To collaborate effectively with partner primary schools to ensure a smooth transition for new students, ensuring challenge for KS3 & 4.
- To support the HOD in the organisation of external and internal examinations.

Teaching and Learning

- To challenge and support teachers within the department to ensure there is high quality teaching and learning in classrooms every lesson, every day.
- Identifying excellent practice within the subject area and coordinating the sharing of practice through team events.
- To support the HOD in creating Schemes of Learning that will challenge every student/groups of students and fulfil internal/external curriculum and assessment requirements.
- Monitoring and evaluating the quality of learning including planning, lesson delivery, teacher feedback, assessment, homework, differentiation and classroom management.
- To ensure that the learning environment within classrooms is organised and conducive to good student progress.
- To support the HOD to ensure that departmental homework is challenging and regularly set and marked.

The information contained in this JD is to help staff understand and appreciate the work content of their post and the role they are to play in the organisation. However, it should be noted that whilst every effort has been made to outline all the duties and responsibilities of the post a document such as this does not permit every item to be specified.

Vision and Ethos

- Work in partnership with the HOD, to develop a team ethos and vision, that contributes to the Academy ethos, whilst allowing the flexibility and creativity to enhance their curriculum areas.
- Work with the HOD in developing a curriculum vision and plans that help the Academy adapt to coming changes within provision in their curriculum area.

Leadership and Management

- Line managing and professionally developing and deploying staff in such a way that they perform at their best.
- Lead identified staff within the department through Performance Management. Ensure the process is used in such a way as to improve outcomes for students.
- Providing high visibility around the school embodying the Academy's high expectations to students and staff.
- Ensure that Health and safety procedures are routinely reviewed and followed by all members of the Mathematics team. Risk Assessments are routinely adapted to meet the needs of the students to ensure a safe learning environment.

General

- To uphold and actively support the Academy's policies and procedures on the safeguarding of young people.
- Salford City Academy is committed to safeguarding and promoting the welfare of all children and young people, we therefore expect all employees to work openly within the framework of best practice identified in the school safeguarding policy.
- To report any concerns regarding pupil safety or staff working practices to the designated CP officer(s).
- To keep up to date with local and national CP training and training requirements.

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